

Self Summary

Results-driven IT Enthusiast with solid record of accomplishment in Relationship Management System, leading high- performance teams, and promoting organizational advancements. Knowledgeable team leader committed to implementing solutions that enhances the organization's growth. Ready to learn, forward-thinking problem-solver with top-notch planning and decision-making capabilities, superior work ethics, and relationship building abilities. Offering key strengths in time management and communications across all level of personnel. Seeking career advancement opportunities in the tech space.

Highlights Of Skills And Competences

- ❖ Self-motivated with ability to manage and deliver projects to time.
- ❖ Effective business acumen
- ❖ Ability to communicate at all levels
- ❖ Ability to give excellent attention to detail.
- ❖ Strong command of SQL
- ❖ Ability to collate, prepare and interpret reports, budgets, accounts, commentaries and financial statements.
- ❖ Database Management Skills (Oracle Database, Data Visualization, IBM Cognos Analytics)
- ❖ Ability to proficiently use Microsoft Office Package.
- ❖ Knowledge of AWS Services such as IAM, S3, EC2, and VPC.
- ❖ Ability to use Linux Operating Systems Proficiently
- ❖ Version Control with Git
- ❖ Proficiency in DevOps Tools Like Jenkins, Docker, Kubernetes, Terraform, Nexus and Ansible
- ❖ Ability to learn new technology rapidly
- ❖ Business, Marketing & Communication Strategy
- ❖ Knowledge of Advance Excel Skill
- ❖ Human Management Skill

Certifications/Awards

- ❖ Oracle Architect Certified Professional
- ❖ Information Technology Management
- ❖ AWS Certified Solutions Architect in view

Experience

Support Worker--Carestaff24 - East Sussex Eastbourne, United Kingdom

Jan 2022 – July 2022

- Supporting physical and emotional wellbeing by engaging in light conversation, reading and encouraging physical activity where possible.
- Assisted with personal care activities such as washing and dressing, consistently promoting positive health and hygiene.
- Monitored individuals' progress, continuously updating and adjusting care plans to meet

health and wellbeing needs.

- Led group activity programs to support independence and encourage community inclusion.
- Delivered high-quality care to individuals with varying needs, tailoring support to meet personalized care plans.
- Applied mobility assistance knowledge to safely ambulate patients in varying elevations and obstacles.
- Facilitated weekly group meetings, providing safe, secure spaces for service users to interact and socialize.
- Improved health outcomes by delivering consistent care in collaboration with nursing team.
- Empowered individuals to pursue hobbies and leisure activities such as shopping and creative activities.
- Conducted one-to-one and group support sessions, helping service users to achieve care plan objectives.

IT Support — RealtorHomms Brokerage Limited - Lagos, Nigeria

Nov 2019 – Aug 2021

- Serving as the first point of contact for IT support within the organization
- Develop expertise to train staff on new technologies
- Setting up accounts for new users
- Managing realtors and admin portal
- Developing data retrieval and recovery procedures
- Install software, maintain and introduce training as needed
- Providing Technical support across the company (this may be in person or over the phone)
- Installing and configuring computer hardware, software, systems, networks, printer and scanners.
- Troubleshoot and resolve software or hardware issues
- Train new employees on how to use the organization's software.

Customer Relationship Manager — Ehi Multi-Systems Nig Ltd - Ikeja, Lagos

Dec 2017 – Aug 2019

- Building and maintaining profitable relationships with key customers
- Guide and lead team members to deliver products/services that meet or exceed the customer requirements.
- Managing client relationships to build a reputation for excellent service and generate repeat business.
- Identify and develop problem solving methodologies to resolve customer issues.
- Develop and update client related reports.
- Assist Operations and Accounting on issuing accurate invoice/billing to Customers.
- Knowing competitions and strategizing accordingly.
- Negotiate and manage agreements through business contract process.

Financial Cooperative Manager — 7up Cooperative Investment Society - Ibadan, Nigeria

Mar 2011 – Oct 2016

- Generating of monthly income
- Collating and deductions of members financial records
- Processed invoices and checks and maintained daily cash logs and deposits.

- Recruited, hired, and trained administrative staff and personnel.
- Generated reports for President and Executive Vice President to facilitate decision-making.
- Properly managed retirement and liability funds and prepared monthly, quarterly and annual reports on statuses.
- Employed advanced deal analysis, including hands-on negotiations with potential investors.
- Monitored costs and presented budget forecasts each quarter.
- Applied advanced Excel skills to efficiently analyze large data sets.
- Developed strategies to increase profits and cost savings.
- Finalized VAT returns with rigorous transaction checks.
- Represented business in negotiations with external partners.
- Managed daily finance services for smooth business operations.
- Analyse financial performance to implement key improvement strategies.
- Led finance transformation projects to reach company growth goals.
- Collaborated with business management to set and control annual budgets.
- Reduced annual business expenditure through careful expense monitoring.
- Coached and mentored junior staff to maximize finance department capabilities.

Church Accountant – RCCG - Ibadan, Nigeria

Sept 2008 – Oct 2011

- Assisted employee payroll processes by tracking attendance logs and expense monitoring.
- Accurately documented all cash, credit, fixed assets, accrued expenses and line of credit transactions.
- Created quarterly and yearly balance sheets to track financial trends and performance.
- Partnered with auditors to prepare yearly audits and ensure compliance with governmental tax guidelines.
- Processed payroll and calculated deductions accurately
- Created periodic reports comparing budgeted costs to actual costs.
- Prepared detailed models, reports and charts highlighting complex financial information.
- Conducted regular reviews and official audits to validate recordkeeping and controls.

Education

University of Ibadan-Nigeria

- BSc in Psychology

2017

Reference

Available On Request