

Adeyemo Raphael

Curriculum vitae

PERSONAL INFORMATION

Name: Adeyemo Raphael
Phone 1: +234-813-9593-700
Phone 2: +234-705-4187-481
Email: rooda43@gmail.com
Address: 21 Jemtok Street Ago Palace,
Okota, Lagos State

ABOUT ME

I desire growth based on performance, accomplishments and achievement through a proactive management and appreciate a dynamic yet consistent system where I can contribute my quota towards bridging the gap existing between developing nations including Nigeria and developed nations through Information, Communication Technology Knowledge

GOAL ORIENTED

A challenging job in a dynamic organization under a visionary management team, with the view of a unique opportunity to contribute my best towards achieving set corporate goals, in provision of quality service as well as an avenue for job satisfaction and career advancement.

EDUCATION

Higher National Diploma (HND Computer Science)
Kogi State Polytechnic, Lokoja.

2014 - 2016

National Diploma (ND Computer Science)
Kogi State Polytechnic, Lokoja

2011 - 2013

West Africa Senior School Certificate (WASSCE)
St Silas Anglican Secondary School, Omuo-Oke, Ekiti.

2004 - 2010

Primary School Leaving Certificate (PSLC)
Model Nursery and Primary School, Iyara Kogi State.

1998 - 2004

AREA OF EXPERTISE

- Computer Operation and Maintenance
- Leadership Experience
- Customer Relation and Interpersonal Skills
- Organizational and Time Management Skills
- Prioritize and Execute Tasks in High Pressure Environment client/customer relationship)
- Excellent communications and interpersonal skills set. (past experience in developing
- Working Web Application Knowledge.
- Working Graphic Knowledge.
- Work Effectively in Team-Oriented Collaborative Environment.

WORK EXPERIENCE

Truck Transit Park Lagos

Role: Media Content Creator.

2022

- Assisting the creative team with the design of promotional materials.
- Using social media to engage consumers, respond to questions or complaints, and to promote company initiatives.
- Collaborating with internal departments to establish campaign objectives, complete tasks, and identify and solve problems.
- Monitoring social media and company website metrics.
- Conduct keyword research and employ SEO best practices to optimize content.

Truck Transit Park Lagos

Role: Operation Control Officer.

2021

- Promoting efficiency by suggesting improved operational procedures.
- Communicate with management teams to confirm execution of company processes.
- Contribute to innovation of new feature for OCO platform.
- Maintain positive client and vendor relationships
- Develop and implement human resources practices.
- Monitor, record, and report traffic status.

WORK EXPERIENCE

Starville School Abuja

2019-2022

Role: Assistant ICT Admin.

- Develop Safe Exam browser to curb Exam malpractice during CBT exams.
- Train/Prepare candidate for Certipoint MOS exams.
- Maintaining the school's network
- Installing new software and upgrading existing applications
- Providing technical support for teachers and pupils.
- Maintaining hardware peripherals (e.g. scanners, printers, external drives)
- Ensuring internet systems are safe and offer full child protection.

Applehills Academy Suleja

Role: ICT/Assistant Admin.

2017-2018

- Develop finger print attendance system using Microsoft Visual Studio for the pupils and teacher to improve the attendance system of the school.
- Maintains staff by recruiting, selecting, orienting, and training employees and developing personal growth opportunities.
- Develop and Implement Result Compiler using Microsoft Visual Studio 2010 to ease the compilation of result in the school
- Manage staff appointment.
- Build and Design a full school management website, to keep the record of all the pupils, parent, teacher and Non-Teaching Staff and to also enable easy accounting system for the school.
- Installation and configuration of computer operating systems.
- Provided instruction on the use of software packages including Microsoft Excel, Word and Power Point.
- Taught Mathematics, Basic Science and Computer as micro teaching within three classes and a class teacher for grade four.

TRAINING CERTIFICATE/EXTRA-CURRICULAR AWARDS

- **National Youth Service Corp, Discharge Certificate** (December, 2018). National Youth Service Corp Suleja, Niger State.
- **Project Coordinator**, Anti HIV and AIDS awareness Group CDS group of National Youth Service Corps.

TECHNICAL



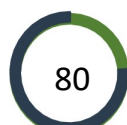
Adobe
Photoshop



Microsoft
Package



PHP &
MYSQL



Adobe
Illustrator



Da Vinci
Resolve



Visual
Studio.Net



Adobe
Indesign

MY HOBBY



Photography



Drawing



Books



Movies

REFERENCE

- Mr. Adeleye Ibimode
CSP Lilypond Truck Transit Park Apapa
[07037734713].
- Mrs Arotile Oluwabunmi
Principal Executive Officer, Lokoja Secretarial
[08032920636].
- Mrs Lucy Audu
Department of Science and Statistics, Kogi State
Polytechnic, Lokoja
[08030900552].