

# MAKINDE MAYOWA VICTOR

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## EDUCATION

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|-----------|---|
| 2016-2018 | <b>HIGHER NATIONAL DIPLOMA (HND) IN COMPUTER SCIENCE</b><br>THE IBARAPA POLYTECHNIC, ERUWA, OYO STATE                               |
| 2012-2014 | <b>ORDINARY NATIONAL DIPLOMA (OND) IN COMPUTER SCIENCE</b><br>THE POLYTECHNIC IBADAN, ADESEUN OGUNDOYIN CAMPUS, ERUWA,<br>OYO STATE |
| 1996-2001 | <b>WEST AFRICAN SENIOR SCHOOL CERTIFICATE EXAMINATION (WASSCE)</b><br>IBADAN CHRIST APOSTOLIC GRAMMAR SCHOOL, APERIN, IBADAN        |
| 1991-1996 | <b>PRIMARY SCHOOL LEAVING CERTIFICATE</b><br>PUBLIC DAY SCHOOL, ELEKURO, IBADAN   |

## CERTIFICATE ACQUIRED

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|------|---|
| 2014 | <b>CERTIFICATE IN GRAPHICS DESIGN</b><br>ELOHIM COMPUTER INSTITUTE, OLD IFE ROAD, IBADAN                      |
| 2019 | <b>CERTIFICATE IN WEBSITE DEVELOPMENT WORDPRESS</b><br>BETHEL IT CONSULT, QUEEN ELIZABETH ROAD, DUGBE, IBADAN |
| 2020 | <b>BASIC KNOWLEDGE WEBSITE DEVELOPMENT HTML 5</b><br>BETHEL IT CONSULT, QUEEN ELIZABETH ROAD, DUGBE, IBADAN   |

## WORK EXPERIENCE

2019-2020

**DONKING MEDIA LIMITED, OPPOSITE PARISH BAKERY, RING ROAD,  
IBADAN**

BRANCH MANAGER

- Perform the duties of a ceremonial and symbolic in nature
- In charge of the organization/department, coordinates the work of others and leads his subordinates.
- Hire, train, motivate and disciplines employees.
- Motivate, communicate, encourage team spirit and the like. Coordinate the activities of all his subordinates, which involve the activity of liaison.
- Interact with other managers outside the organization to secure favours and information. Represent the organization in all matters of formality.
- Get the information by scanning the environment, subordinates, peers and superiors.
- Seeks and receives information concerning internal and external events so as to gain understanding of the organization and its environment.
- Collect information in verbal form often as gossip, hearsay, speculation and through grapevine channels.
- Disseminate and passes some of the privileged information directly to his subordinates, peers and superiors who otherwise have no access to it.
- Perform a spokesperson role when they represent the organization to outsiders.
- Keep his superior informed of every development in his unit, who in turn inform the insiders and outsiders.
- Initiates and oversee new products that will improve their organization's performance.
- Take corrective action to response to previously unforeseen problems.
- Allocates most important resource to the subordinates
- Represent the organization in bargaining and negotiations with outsiders and insiders, in order to gain advantages for the unit.

**2016-2018**

**DONKING MEDIA LIMITED, AJEIGBE STREET, RING ROAD, IBADAN  
GRAPHICS DESIGNER AND GRAPHICS INSTRUCTOR**

- Liaising with clients to determine their requirements and budget
- Managing client proposals from typesetting through to design, print and production
- Working with clients, briefing and advising them with regard to design style, format, print production and timescales
- Developing concepts, graphics and layouts for product illustrations, company logos, and websites
- Determining size and arrangement of illustrative material and copy, and font style and size
- Preparing rough drafts of material based on an agreed brief

**2015-2016**

**DANGOTE GROUPS OF COMPANY, DANSA FOODS LIMITED, 23, OBA-AKRAN  
AVENUE, IKEJA LAGOS.**

**COMPUTER OPERATOR AND SALES ANALYST(INDUSTRIAL TRAINING (I.T))**

- Analyze data to evaluate existing and potential clients, markets, products and business opportunities.
- Research and evaluate economic, competitors, industry and business opportunities.
- Collect and analyse data to evaluate monthly and annual sales goals, quotas and forecasts.
- Develop and maintain electronics systems to track and predict seasonal demand, industry shifts and customers buying changes.
- Analyse orders by SKUs to determine which items have excess or insufficient quantity levels.
- Review sales performance data against commercial customer data systems.
- Analyze in-stock product variances against customer demand history and references.
- Recommend action plans to resolve sales issues, adjust field inventories, promote certain products and streamline supply chain, merchandising or promotional activities.

**2013**

**IBADAN NORTH EAST LOCAL GOVERNMENT**

**ADMINISTRATION AND GENERAL UNITS DEPARTMENT (SIWES)  
(COMPUTER OPERATION UNIT)**

- Determines sequence of operations by studying production schedule.
- Prepares equipment for operations by accessing software in computer; loading paper into printers and plotters; preparing for output.
- Starts operations by entering commands.
- Documents problems and actions by completing production logs.
- Resolves user problems by answering questions and requests.

- Maintains supplies inventory by checking stock to determine inventory level; anticipating needed supplies; placing and expediting orders for supplies; verifying receipt of supplies.
- Maintains client confidence and protects operations by keeping information confidential.
- Contributes to team effort by accomplishing related results as needed.

## **SKILLS**

- Proficiency in Ms Office (emphasis on Excel, word, power point). Ability to work with software effectively like java, C#, Visual Basic, Pascal, Application Packages etc.
- Excellent written and verbal communication.
- Service orientation and strong customer focus.
- Ability to work well with minimal supervision.
- Flexibility, ability to adapt to any situation.
- Effective interpersonal skills.
- Problem solving and resourcefulness.
- Keen attention to details.

## **ASSOCIATIONS**

Member of Nigerian Institute of Computer Science and Technology.

## **INTERESTS**

Travelling, reading.

## **RESEARCH WORKS**

Designing and implementing of electronic voting system and Effects of Robotics in Medical applications. The Ibarapa Polytechnic, Eruwa( c 2018).

## REFEREES

### **SADOH PETER**

Activation Manager, Dangote  
Groups of Company, Oba Akran,  
Ikeja, Lagos.

**Tel: 08035375336.**

### **FAWOLE JOSHUA**

CEO, Donking Media Limited.  
Ring Road, Ibadan.

**Tel: 08030799325.**

### **ALHAJA OLANREWAJU**

Deputy Director of Administration and  
Supply(DDAGS), Ibadan N/E Local  
Government, Iwo-Road, Ibadan.

**Tel: 08078887894**

### **DR.PROPH. OLUKULE OKUNOLA**

Christ Global Eva. Ministries.  
Alakia, Ibadan.

**Tel: 08036698938.**