

# MAKINDE MAYOWA VICTOR<sup>HND</sup>

No4, Agbamu Street, Soka-Sanyo,

New Felele, Ibadan

08038484182, 08058315143.

Email: halleluya2019@gmail.com

## PERSONAL DETAILS

## PERSONAL PROFILE

Ability to work under minimum supervision or no supervision, logical and analytical skills, excellent interpersonal relation skill, motivation, enthusiasm, tolerance and dedicating to duty, innovation, honesty, humility and diligence.

## OBJECTIVE

To maintain the organizational standard, policy and contribute to the growth and development of this reputable organization with a focus on steady and excellent career growth in any given capacity within the organization.

## PERSONAL DETAILS

Gender: Male  
Date of Birth: 13th May, 1983  
State of Origin: Oyo State  
Religion: Christian  
Marital Status: Married  
Nationality: Nigeria  
Local Government: Oluyole

## EDUCATIONAL BACKGROUND WITH DATE

THE IBARAPA POLYTECHNIC, ERUWA, OYO STATE (HND)	2016-2018
POLYTECHNIC IBADAN, ERUWA CAMPUS, OYO STATE (OND)	2012-2014
CAC GRAMMAR SCHOOL, APERIN, IBADAN, OYO STATE	1996-2001

## EDUCATIONAL QUALIFICATION WITH DATE

- THE IBARAPA POLYTECHNIC  
*HND COMPUTER SCIENCE* 2018
- THE POLYTECHNIC IBADAN  
*ND COMPUTER SCIENCE* 2014

THE WEST AFRICAN EXAMINATION COUNCIL (GCE)

2002-2003

- CAC GRAMMAR SCHOOL, APERIN, IBADAN, OYO STATE

SECODARY SCHOOL LEAVING CERTIFICATE

2001

- PUBLIC DAY SCHOOL, ELEKURO, IBADAN, OYO STATE.

PRIMARY SCHOOL LEAVING CERTIFICATE

1996

## **WORK EXPERIENCE**

### **1. LIFE HOST COMPUTER INSTITUTE**

2010-2012

Amukoko, Apapa, Lagos.

**Role:** Computer instructor

#### **Job Responsibility**

- Designing, facilitating, and teaching the computer instruction component.
- Prepared execute lesson plans, assigning tasks
- Evaluating student work and progress.

### **2. IBADAN N/E LOCAL GOVERNMENT**

2013-

2014

Idi Ape, Iwo Road, Ibadan

**Role:** Secretary/Typist

#### **Job Responsibility:**

- Deal with all enquires in a professional and courteous manner, in person, on the telephone or via e-mail
- Deal with customer complaints in a professional manner
- Complete all daily administration tasks as required

### **3. DANGOTE GROUPS OF COMPANY**

2015-

2016

Oba-Akran, Ikeja Lagos.

**Role:** Sales/Computer system Analyst

#### **Job Responsibility:**

- Analyzing how well software, hardware and the wider IT system fit the business needs of the employer or of the clients.
- Preparing requirements for new systems and also help implementing them and monitoring their effectiveness.

- Examining current systems
- Talking to users (requirements gathering)
- Producing specifications for new or modified systems
- Liaising with other IT staff such as programmers to produce new systems
- Implementing new systems.
- I was also responsible for user training and feedback.

#### **4. DONKING MEDIA LIMITED**

**2016-2018**

Chemist B/S, Ring Road, Ibadan,

**Role:** Graphic designer/Internet Marketer

##### **Job Responsibility:**

- Liaising with clients to determine their requirements and budget.
- Managing client proposals from typesetting through to design, print 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.
- Reviewing final layouts and suggesting improvements if required.
- Liaising with external printers on a regular basis to ensure deadlines are met and material is printed to the highest quality.

#### **5. DONKING MEDIA LIMITED**

Ring Road, Ibadan

**Role:** Graphic designer/Internet Marketer

##### **Job Responsibility:**

- Organising and executing training programs for branch personnel
- Evaluating employee performance and providing feedback and coaching as needed
- Recognising employee achievements and encouraging excellence in the work environment
- Developing and implementing sales plans

- Conducting regular sales and operations meetings
- Briefing employees on current sales goals, promotions, and other relevant information
- Organising marketing activities and events for the branch
- Increasing brand awareness for the company within the community

#### **6. A&S TRAVELS CONSULTS/DIAMOND MOTIVATED MAGAZINE 2020-2021**

Oluyole Industrial Estate, Ibadan

**Role:** Travel Consultant and Website Designer/Graphics Designer

#### **Job Responsibility:**

- Research, explore and study different travel destination options
- Research destination and travel prices, customs, weather conditions, reviews etc.
- Research and study clients' specifications and wishes
- Suggest suitable travel options that best suite clients' needs
- Plan and organize travels
- Book tickets, reserve accommodation, organize rental transportation
- Inform clients and provide useful travel material such as guides, maps and event programs
- Designing engaging and responsive landing pages
- Integrating client CMS programs and data feeds into websites
- Optimising sites for maximum speed and scalability
- Employing industry and design best practice through website build process
- Conducting website testing
- Liaising with back-end developers to ensure web and app logic is properly integrated
- Ensuring website function and stability across devices i.e. desktop, mobile, tablet
- Working with marketing and research teams to incorporate brand elements and relevant market research findings into website
- Providing internal support and external customer service throughout the build and launch process of the website

#### **COMPUTER SKILLS**

Microsoft packages, Graphics Design softwares, IT skills and Use of Internet

#### **HOBBIES**

Travelling, Reading and Browsign.

## **REFEREES**

- **MR. OLUFEMI QUADRI**  
Regional Manager(RM), West.  
Dangote Groups of Company, Oba Akran, Ikeja, Lagos  
Tel: 08053931339, 07062929469
- **MR. SADOH PETER**  
Activation Manager(ACM 1)  
Dangote Groups of Company, Oba Akran, Ikeja, Lagos  
Tel: 080353753366
- **ALHAJA OLANREWAJU**  
Deputy Director, Administration and General Service (DDAGS)  
Ibadan N/E Local Government, Iwo Road, Ibadan  
Tel: 08078887894
- **MR. FAWOLE JOSHUA OLUWATOSIN**  
CEO, Donking Media Limited  
Ring Road, Ibadan  
Tel: 08030799325
- **PASTOR ADEGBOYEGA**  
CEO A&S TRAVELS CONSULTS  
Oluyole, Ibadan  
Tel: 07066618761
- **PASTOR DAVID**  
CEO, DIAMOND MOTIVATED MAGAZINE  
Oluyole, Ibadan  
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