# ADEYEMI ADEREMI ORIYOMI

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Dynamic and motivated professional with a proven record of generating and building relationships, managing projects from concept to completion, coaching individuals to success. Skilled in building cross-functional teams, demonstrating exceptional communication skills, and making critical decisions during challenges. Adaptable and a leader, passionate about data engineering , machine learning and everything about ICT.

## Professional Experience

**2020 – present**
Victoria Island, Lagos.

**INFOWARE LIMITED,** *Solution Account Manager (Support&Implementation Analyst )*
- Project manager for new client implementations and for program upgrades, technical changes or service maintenance projects for existing clients
- Develops, coordinates, and executes implementation/conversion project plans
- Ensures that all client technical, business and delivery expectations are met.
- Test software using sample data-sets to check that output from the program works as intended.
- Development of business intelligence modules using Microsoft Reporting Services
- Establishing a detailed program specification through discussion with clients, clarifying precisely what actions the program is intended to perform and breaking down program specification into its simplest elements including use of UML to model the specifications
- Perform project management tasks such as status reporting, issue/risk management, change management, and action item tracking
- Conduct end user training and post-implementation support

**2018 – 2019**
Ikom, Cross River.

**Pythagorean Noble Academy(National Youth Service Corp),** *ICT Coordinator*
- Coordinate Cambridge ICT exam
- Upload the student weekly CA to the school portal
- Help staffs in computing and recording their scores on the school computer
- Assist the Cambridge coordinator and tutored students on topics in Mathematics and data processing.

**2015 – 2016**
Apapa, Lagos

**Mobil Oil Nigeria PLC,** *Supply Analyst (Intern)*
- Prepare payment advice for weekly loading from NNPC depot.
- Give information of daily dispatch of AGO and PMS through out the country to PPPMC
- Prepare mother and daughter vessel document for incoming PMS vessel.
- Go to government depot(PDO) for collection of weekly loading invoice for payment.
- Receiving invoice from other deport in the country and submit
- necessary document to government agencies like PPPRA, DPR, PPMC etc.
- Generate RRR code on remita platform for payment of weekly loading of PMS and AGO from government depot across the
- country.
- Receive offer letter for AGO and PMS from oil marketers
- Allocate AGO and PMS to different stations across the country

**2013 – 2014**
Ikorodu, Lagos

**Pocket Size System,** *I.T Officer*
- Installing and configuring computer hardware, software, systems, networks, printer and scanner.
- Setting up account for new staff
- Training new staff on how to use the company software.
- Repairing, updating and replacing equipment when necessary
- Provide technical support (it may be on phone or in person)
- Responding to network issue and the rest.
- Conduct electrical safety check on computer equipment
- Ensure data management and security

## Education

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| 2016 – 2018<br>Saapade, Ogun State | **Gateway ICT Polytechnic,** *Higher National Diploma (HND) in Computer Science* |
| 2011 – 2013<br>Ibadan, Oyo State | **The Polytechnic Ibadan,** *Ordinary National Diploma (OND) in Computer Science.* |

## Skills

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|---|---|
| Complex Problem solver | Active Listening. |
| Creativity | Critical Thinking |
| customer Service | Decision Making |
| Interpersonal Communication. | Problem Solver |
| Ability to foster a cooperative work environment | Customer Needs Analysis |
| Increasing Customer Lifetime Value (CLV) | |

## Languages

English  •  Yoruba

## Certificates

- FUNDAMENTAL OF DIGITAL MARKETING
  (Google Digital Learning )

## Projects

**Microfinance Inter-lending Placement Platform,** *Project Lead* ⌝
- Gather information to help in developing the platform
- Schedule time to time meeting with MDCL for requirement gathering
- Develop a mock-up UI using excel
- Gather KYC requirement about NSE customer onboarding KYC
- Reviewing the JV agreement between both parties
- Design process flow of the system to help in understanding how the system works
- Understanding the deliverables and communicating to the project team.
- Define the project scope
- Prepare the statement of works (SOW)
- Prepare the implementation schedule and project plan
- Schedule a weekly scrum meeting with the project team to know how far we have gone with the project
- Test the developed platform rigorously before pushing it to production.
- Demo the developed platform to the key stakeholders
- Perform Training for microfinance banks interested in using the platform.