

SHOGBOLA OLATUNJI EMMANUEL

42, Lagos Street, Off Akilo Road,
Barracks Bus Stop
Ogba Ikeja,
Lagos Nigeria.

Sex: Male

DOB: 16 | 01 | 1987

Nationality: Nigerian

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Professional Summary

A young I.T Professional with Technical experience in two roles namely; Technical Assistant roles and Administrative Roles, Providing support to the I.T Technician & I.T Consultant, a Conscientious team member with a wide understanding of hardware and software installation, as well as component replacement and functional testing, team player and also able to work on own initiative when necessary.

National Youth Service Corps

School: GSS Ashige, Lafia East, Nasarawa

Duty: Teaching

Period: 6th march 2012 - 14th February 2013

PROFESSIONAL EXPERIENCE

Organization: Oxbridge Tutorial College

Division: Administrative Department

Position: I T Support Technician

Reporting: I T Supervisor

Period: Jan 2015 – Oct 2021

Technical Competencies

- Operating Systems: Windows Client & Server; Microsoft Office
- Working knowledge of network switches, routers, firewalls, and network protocols (TCP/IP, DNS, DHCP)
- Windows Server; Exchange Server: SQL Database

Server / Network Administrative Responsibilities

- Keen aptitude for technology programs and solutions; proficient in a variety of software applications including Microsoft Office applications.
- Managing network switches and routers
- Imaging/configuring, deploying, testing, maintaining, and fully supporting computer workstations and peripherals, laptops, printers, smartphones, and A/V equipment
Troubleshooting
- Setting up peripherals such as printers, scanners and setting up projectors.
- Troubleshooting PCs, laptops, tablets, and mobile devices on a day-to-day basis to identify and resolve software/hardware issues and mitigate downtime.
- Perform routine PC maintenance and updates for performance efficiency
- Monitoring and checking CCTV surveillance monitors.
- School's database backup and recovery

Additional Responsibilities

- Data Management Officer for the second campus. Handling queries related to the new management information system the school uses (Oracle). Additionally I liaise with the developers in ensuring that the management information system runs smoothly and effectively.
- Uploading and maintaining students' and teachers' information on the database
- Video and Photo editing
- Managing the clock in attendance machine

Certifications

- Certificate in Computer Techniques & Operation Jan 2014 - June 2014
- Databases - DML Statements and SQL Server Administration April 2020
- Local Area Network and the OSI Model April 2020
- Digital Network Security (Revised) April 2020
- Introduction to Layers in a Network and Routing May 2020
- CompTia Cloud+ July 2020
- Data Analysis with Tables and PivotTables August 2020
- Azure Master Class November 2021(Analyze Data with Azure Stream Analytics)

EDUCATION

- **Lagos City Polytechnic, Ikeja, Lagos** 2009-2011
HND Business Administration (upper credit)
- **Lagos City Polytechnic, Ikeja, Lagos** 2006-2008
OND Business Administration (Lower credit)
- **Iju Grammar School, Iju Agege.** 1998-2006
West Africa Senior School Cert
- **Ikija Day School , Surulere, Lagos** 1990-1998
First school Leaving Certificate

General Competencies

- Proficient in Microsoft Office
- Learning Skills
- Customer Service Orientation
- Oral and Written Communication Skills
- Ability to trouble shoot common hardware and software issues
- Attention to detail
- Adaptability

INTEREST

- Traveling, Sight –Seeing and meeting people

REFERENCE

- References are available on request