**REF**

Highly motivated and adaptable individual with extensive experience providing first-class results. Meets job demands and deadlines through diligent work-ethic and dedication to quality. Open to learning, willing to take on new challenges.

**Mobile:**[*08063080396*]**E-mail:**[*kennroy24@gmail.com*]

Education

SCHOOL NAME: Complete Computer & Technology Institute (CCTI)

LOCATION: Benin City Edo State, Nigeria

DEGREE: National Diploma (ND)

DATE: From- August 2016 – August 2018

SCHOOL NAME: NIIT Benin

LOCATION: Benin City Edo State, Nigeria

DEGREE: Oracle 11g Database Admin

DATE: From- Jan 2012 – April 2012

SCHOOL NAME: University of Benin, Benin City

LOCATION: Benin City Edo State, Nigeria

DEGREE: BSc Statistics with Computer Science

DATE: From- Sept 2006 – Sept. 2012

SCHOOL NAME: Embassy Secondary School

LOCATION: Benin City Edo State, Nigeria

DEGREE: WASSCE

DATE: From- Sept 1999 – June. 2004

SCHOOL NAME: Ohobo Primvary School, Afuze Emai

LOCATION: Owan East LGA, Edo State, Nigeria

DEGREE: School Leaving Certificate (SLC) -Merit

DATE: From- Sept 1990 – July 1996

Honors, Distinctions/Achievements

* Google Digital Garage (Online Course) 2024
* Project Management (JOOPSA) 2023
* B.Sc. Statistics with Comp. Sc. (Second Class Lower) UNIBEN 2006-2012
* Diploma In Software Engineering 2016-2018
* Website Design NIIT 2014
* Oracle Database Admin 11g NIIT 2013
* WASCE 1999-2004

**Work Experience**

**Aug 2021 - Present: Program Analyst @ EDO STATE GOVERNMENT (EDSG)**

**Main duties performed:** *-*

* Designing Ministry Website and updating with relevant information when needed
* Creating user account for staff on the portal
* Planning trade-fair events for the Ministry
* Analysing, designing, developing, testing, integrating, the ministry’s programs and giving recommendations where necessary
* Holding cascading session for Ministry Staff

**Sept 2021 - Present: Project Manager (REMOTE) @ Kugjay Media & Entertainment**

**Main duties :** *-*

* Coordinated resources to deliver excellent business and customer services.
* Managing various projects to completion
* Prepare, track and meet project costs.
* Strategic planning and team management

**Sept 2021 - Present: Founder & CEO @ Netfix Digital Solutions**

**Main duties:** *-*

* Fostering a positive, innovative, and collaborative work environment
* Recruiting, developing, and retaining top talent in the industry
* Leading efforts to acquire new clients and expand the agency's client base
* Building and maintaining relationships with key clients, industry leaders, and partners.

**Sept 2018 - 2020 Data Entering Staff (DES) @ LAPO - LARDI**

**Main duties performed:** *-*

* Balancing data from field and posting on Instafin (Organization cloud software)
* Preparing memos
* Entering data on cash book and balancing it
* Sending database report to head office at the end of each month

**June 2012 – July 2016 Part-Time Comp Operator @ Micheal Imoudo**

**College Of Ed. Imoud**

**Main duties performed:**

* Installing of Application Software like MS Office on each system at the institution.
* Training staff on the use of computer
* Assessing staff performance on computer usage

**May 2011 –June 2012: Computer Instructor @ Blue sail Academy**

**Main duties performed**:

* Teaching Desktop Appreciation with the following packages (MS Word, Excel, Marvis Beacon etc)
* Assessing student’s performance on the usage of computer system

**Aug 2004 – Oct 2010: Personal Assistant to Mrs Grace Kio (FLP Benin)**

**Main duties performed**:

* Preparing, editing, and filing documents, reports, and presentations.
* Handling emails, phone calls, and other forms of communication on behalf of the employer.
* Managing the employer’s calendar, scheduling appointments, meetings, and travel arrangements
* Planning and coordinating travel itineraries, including booking flights, accommodation, and transportation.

**Skills**

1. Effective communication and interpersonal skills.

2. Pragmatic decision making, with ability to perform with little or no supervision.

3. Ability to learn fast and adapt to challenges.

4. Computer literacy with excellent command of Microsoft Word, Excel, PowerPoint and Access.

5. Advanced skills in Oracle Database Administration 11g, HTML5 and CSS

1. Advanced skills in WordPress, Visual Studio, PineGrow
2. Digital Marketing Skills
3. Facebook and Instagram Ads Expert

**Languages**

* English - Fluent

Handling emails, phone calls, and other forms of communication on behalf of the employer.

**Hobbies and Interests**

Listening to good music and playing football

**REFERENCE**

DR. TINDEL OGBOUKA

+234-803-699-6378

**SCENARIO 3**

One of the most crucial reasons a visitor will leave your site within 10 seconds is page load time. If your website takes more than 3 seconds to load, most users leave before even seeing it.

To fix this use tools like Google PageSpeed Insight, check for large image sizes, unoptimized scripts, or poor server response time.

**SCENARIO 4**

**Response Example:**

Thank you so much for your feedback. We’re sorry you had difficulties finding the application form — your experience matters a lot to us. You can apply directly using this link: (…………..)

We truly appreciate you bringing this to our attention, and we’re already working to make the process clearer and more user-friendly.

Please don’t hesitate to reach out if you need any further help — **Zadesta** is here for you!”

**What to Do Next (Behind the Scenes)**

**Investigate the Problem**

* Visit your website as a new user to see if you will have same experience
* Confirm if the form link is visible above the fold.
* Verify if the menu labels are clear (“Apply Now,” “Join Us,” etc.).
* Test on mobile and desktop — sometimes forms are hidden or misplaced on mobile view.