

GENESIS UKE ADADU

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EDUCATION

Higher National Diploma in Computer Science

The Polytechnic Ibadan, Nigeria
2018

- Graduated with honor, top 5% of class
- Focus on network systems, database management, and software development

Ordinary National Diploma in Computer Science

The Polytechnic Ibadan, Nigeria
2014

- Top performance in courses like Data Structures and IT Project Management

Senior School Leaving Certificate

Supreme Academy
2011

PROFESSIONAL EXPERIENCE

IT Support Specialist

IITA, Nigeria
January 2020 - December 2020

- Provided comprehensive IT support, troubleshooting technical issues for software and hardware systems.
- Managed IT inventory and ensured system updates, improving efficiency by 15%.
- Led a team in implementing new software solutions for internal use, increasing productivity.

Store Manager

IITA, Nigeria
January 2019 - December 2019

- Managed stock inventory, tracking IT supplies and equipment.
- Supervised staff in maintaining accurate documentation of IT assets and vendor relationships.
- Developed an IT asset tracking system, reducing lost equipment by 20%.

IT Intern

RCC (Central Store), Nigeria
January 2015 - December 2015

- Supported the IT team with system installations, configurations, and maintenance.
- Assisted with data entry and documentation of inventory.
- Helped improve system efficiency through routine updates and support.

Computer Operations Intern

RCC (IT & Computer Operations Center), Nigeria
October 2013 - December 2013

- Assisted with network troubleshooting, systems management, and IT documentation.
 - Supported daily IT operations and administrative tasks, ensuring smooth department workflow.
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VOLUNTEER EXPERIENCE

Technical Support Volunteer

University Computer Lab, Kigali, Rwanda
March 2022 - Present

- Provided technical support to students and staff in the computer lab, resolving academic software and hardware issues.
- Led workshops on programming and data analysis, enhancing students' technical skills.
- Managed lab equipment and resources, ensuring optimal utilization for academic purposes.

IT Workshop Facilitator (Volunteer)

Local High School, Kigali, Rwanda
August 2021 - December 2021

- Conducted workshops on basic programming and digital literacy for high school students, fostering interest in IT careers.

- Developed curriculum and learning materials to effectively convey complex IT concepts to students with varied backgrounds.
- Collaborated with educators to integrate IT topics into the school's academic curriculum, enhancing students' exposure to technology.

Conference Organizer (Volunteer)

Annual IT and Management Conference, The Polytechnic Ibadan, Nigeria

February 2018 - March 2018

- Assisted in organizing a conference aimed at discussing emerging trends in IT and management.
- Coordinated logistics for sessions, including scheduling speakers and managing registrations.
- Contributed to post-conference activities, compiling feedback and suggestions for future improvements.

Student Mentor and IT Support

STEM Outreach Program, Kigali, Rwanda

August 2021 - January 2022

- Mentored high school students on IT fundamentals, programming, and digital literacy.
- Assisted in managing virtual learning sessions, enabling remote education.
- Maintained accurate records of student attendance and progress, contributing to program assessments.

Event Coordinator (Volunteer)

Annual Student Research Conference, The Polytechnic Ibadan, Nigeria

March 2018 - April 2018

- Coordinated IT support for the event, ensuring presentation and AV systems were operational.
 - Organized event schedules and logistics, ensuring smooth running of academic sessions.
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PROJECTS

Inventory Management System (IITA, 2020)

- Designed and implemented an IT inventory management system that improved tracking by 20%.

Student Information Portal (Polytechnic Ibadan, 2018)

- Developed a web-based portal for student registration, reducing administrative processing time by 30%.
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SKILLS

- IT Support and Troubleshooting
 - Data Analysis
 - Python, SQL, HTML
 - Network Administration
 - Team Collaboration
 - Time Management
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CERTIFICATIONS

- **Google IT Support Professional Certificate** – Coursera (2023)
 - **Python for Data Science** – edX (2022)
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RESEARCH INTERESTS

- IT Infrastructure and Systems Management
- Data Analytics for Business Optimization
- Technology-Enhanced Learning Solutions