ALIU MARY OMENEKE

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CAREER OBJECTIVE

A hardworking, well-spoken, and dependable Computer Science graduate seeking an entry-level role where I can apply my communication, computer, and problem-solving skills, learn quickly, and grow with the organisation. I am committed to following procedures, delivering accurate work, and serving customers and colleagues with professionalism.

PERSONAL DATA

Nationality:	Nigeria
State of Origin	Kogi state
Date of Birth:	20th June
Sex:	Female
Religion:	Christianity
Marital Status:	Single

EDUCATION

- The Federal Polytechnic Ilaro, Ogun State — 2024 - 2026
  Higher National Diploma Computer Science
- The Federal Polytechnic Ilaro, Ogun State — 2021 - 2023
  National Diploma Computer Science
- De-Bright College, Arepo-Ijoko, Ogun State — 2018 - 2020
  Senior Secondary School Certificate (SSCE)
- De-Bright College, Arepo-Ijoko, Ogun State — 2014 - 2017
  Junior Secondary School Certificate (JSCE)
- Brain Revival Montessori School, Akowonjo, Lagos State — 2007 - 2013
  First School Leaving Certificate

SKILLS

- Excellent written and verbal communication; polite, clear, and confident with customers and colleagues
- Customer service: patient, friendly, and solution-focused when handling enquiries and complaints
- Data literacy and analytical thinking: able to organise information, spot problems, and suggest solutions
- Computer literacy: Microsoft Word, Excel, email, internet research, and other productivity tools
- Accurate record keeping, data entry, and report writing
- Strong initiative and ability to self-manage tasks and meet deadlines
- Time management and ability to stay calm and productive under pressure
- Quick learner on new systems, software, and procedures
- Strict adherence to instructions, procedures, and company standards
- Teamwork, honesty, punctuality, and willingness to work shifts

EXPERIENCE

Ad hoc Staff, MaxJay Limited

November, 2023 – February, 2024

- Collected information from customers about how they use and perceive the company's product.
- Recorded customer responses accurately for the company's review.
- Communicated politely and professionally with customers in the field.

Mathematics Teacher, Brain Gate Model School

February, 2024 – December, 2024

- Taught mathematics to students and explained concepts clearly.
- Prepared lesson plans, assignments and assessments.
- Marked and recorded students' scores accurately.
- Managed classroom time and responsibilities consistently.

Web Development (Personal and Academic Projects)

January 2023 – Present

- Designed and built responsive web pages using HTML and CSS.
- Tested and improved pages for appearance and usability.

STRENGTHS

- Technical foundation: computer science training gives me a good understanding of computers, systems, and technology, and the ability to learn new tools quickly.
- Adaptability: open to feedback and ready to adjust to new roles, environments, and responsibilities.
- Professionalism: neat, respectful, and reliable, with a strong sense of responsibility for assigned tasks.

ACHIEVEMENTS

- Earned a Higher National Diploma in Computer Science.
- Built a QR attendance system combining facial recognition and GPS verification.
- Received positive feedback from colleagues and superiors for attention to detail and problem-solving.

EXTRACURRICULAR ACTIVITIES

- Techsphere Hub

LANGUAGES

- English
- Yoruba