



KOKOABASI ETIENO



5 Integro Lane, 8miles



+2348064503516



etikokoabasi@gmail.com



SUMMARY

A committed individual with a background as a Computer Operator, I possess strong verbal and written communication skills, along with effective listening abilities. I excel in proficient computer operation and am adept at managing tasks efficiently, contributing significantly to workplace productivity.



SKILLS

Logo Design

Proper Use and Management of a Computer

Excellent Communication and Interpersonal Skills

Effective listening



CERTIFICATIONS

**Certified Computer Operator /
Programming**

Achieved certification in 2021 at PINFO Technologies.



EXPERIENCE

**COMPUTER OPERATOR.
PINFO TECHNOLOGIES
2021-2022**

- Operate and maintain computer systems to facilitate daily operations.

Ensure precise data processing and optimal system functionality. Collaborate with IT professionals to troubleshoot and resolve any technical issues efficiently.
- Monitor system performance and implement necessary updates to enhance security and reliability.
- Compile and generate detailed reports to track system usage and performance metrics.

**COMPUTER PROGRAMMING INTERN.
AVRYS INFORMATION AND TECHNOLOGY
2023-2024**

- Assist in training staff on new software applications and system updates, ensuring smooth transitions and user proficiency.
- Maintain a comprehensive inventory of hardware and software assets, keeping records up-to-date for audit and compliance purposes.
- Provide proactive support and guidance to team members, fostering a collaborative environment that encourages continuous learning and improvement.
- Stay informed about emerging technologies and industry trends to suggest innovative solutions that align with organizational goals.



EDUCATION

Primary School

- Unical Staff School
Year: 2009

Secondary School

- Unical Secondary School
Year: 2015

Tertiary Institution

- University of Cross River State
Year: 2021 - till date