

KAYODE TIMILEHIN SAMUEL

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PROFESSIONAL SUMMARY

Detail-oriented IT professional with a solid foundation in computer networking and over five years of hands-on experience in network support, troubleshooting, and system maintenance. Possessing strong writing skills developed through more than three years of creating diverse content, including technical documentation and creative projects. Skilled in computer graphics and digital design, combining technical expertise with creativity to deliver effective solutions. Committed to leveraging a diverse skill set and passion for technology to contribute meaningfully to organizational growth and success.

STRENGTHS AND EXPERTISE

Computer Networking	Technical Writing	Graphic Design
Analytical Thinking	Communication Skills	Project Management
Teamwork and Collaboration	Problem-Solving	Adaptability

WORK HISTORY

Intern, 12/2020- 02/2021

Centre for Information Technology and Systems, Unilag, Yaba, Lagos.

- Assisted in configuring, monitoring, and troubleshooting network devices (routers, switches, firewalls) to ensure optimal performance and security.

Network Engineer 01/2022 - 01/2023

Syscomptech Communications Limited, Ikeja, Lagos

- Installing, Configuring and troubleshooting network devices, such as routers, switches, and firewalls, to ensure seamless connectivity and network security.
- Installation and setup of CCTV cameras, ensuring proper network integration and functionality for enhanced security monitoring.
- Monitored network performance metrics, identifying and resolving issues to ensure optimal operations and reliability.

Worker, 01/2023 - 04/25

Harmenite Tech World

- Collaborated on graphic design projects, creating visually engaging materials for various platforms using design software.
- Conducted project write-ups, effectively communicating project goals, timelines, and deliverables.
- Managed online payment and registration processes, ensuring smooth transactions and user experience.
- Developed and delivered professional PowerPoint presentations to showcase project updates and proposals.
- Utilized proficiency in Excel for data analysis and reporting, and created documents in MS Word to support project documentation and communication.

Worker, 08/2025- 07/2026

Faculty of Basic Medical Sciences, College of Health Science, Oau, Ile-Ife, Osun.

- Supported the day-to-day administrative operations of the Faculty, ensuring efficient workflow and record management.
- Assisted in student registration processes and provided administrative support to students and staff.

- Prepared and maintained official correspondence, including letters, emails, and other faculty documents.
- Recorded and compiled minutes of meetings, ensuring accurate documentation and follow-up of key decisions.
- Managed filing and documentation systems to facilitate easy retrieval of records.
- Provided general administrative assistance to faculty management and academic staff.

EDUCATION

Higher National Diploma: Computer Science

Ogun State Institute of Technology - Igbesa, Ogun State

National Diploma: Computer Science

Ogun State Institute of Technology - Igbesa, Ogun State

Senior Secondary School Certificate Examination, 05/2018

Fakunle Unity Government High School- Osogbo Osun State

Junior Secondary School Certificate Examination, 05/2015

Adenle Middle School- Osogbo Osun State

First School Leaving Certificate, 07/2012

Iyabode Olasoji Memorial Nursery and Primary School- Osogbo Osun State

CERTIFICATION

Cisco IT Essentials

NYSC Discharge Certificate

HOBBIES

Reading

Writing

Traveling

REFERENCES

Available On Request