

JUSTIN MUOTOLUM

Anambra, Nigeria.
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08135069839

Objective

A motivated and tech-savvy individual with skills in front-end web development, artificial intelligence (AI) tools, digital technologies, and computer education. Adept at leveraging AI tools to enhance productivity, solve problems, and support creative and technical tasks. Seeking an opportunity to apply my technical knowledge, adaptability, and problem-solving abilities to contribute to organizational growth while continuously expanding my expertise in emerging technologies.

Experience

• Indorama Eleme Petrochemicals

2018 - 2020

Human Resource Intern

- Assisted in recruitment efforts by posting job openings, screening resumes, scheduling interviews, and facilitating communication between candidates and hiring managers.
- Supported the onboarding process by preparing new hire documents, coordinating orientation schedules, and ensuring seamless integration of new employees into the company.
- Maintained accurate and up-to-date employee records, ensuring compliance with company policies and confidentiality standards.
- Input employee data into HR systems, generated reports, and provided payroll, attendance, and timekeeping support.
- Organized and facilitated employee engagement activities, including company events and wellness programs, contributing to a positive work culture.
- Coordinated training sessions and tracked participation, feedback, and overall effectiveness, supporting employee development initiatives.
- Provided general administrative support to the HR team, handling employee queries, managing documentation, and assisting with audits and disciplinary processes.

• Webber Technologies

Jan 2025 - Nov 2025

Junior Frontend Developer

- E-Commerce Overhaul: Redesigned a clients e-commerce storefront using Next.js and Vercel, resulting in a 30% decrease in bounce rate and a mobile-first design.
- Custom Component Library: Built a reusable component library from scratch using Storybook to ensure UI consistency across 5+ client projects, reducing future development time by 20%.
- Third-Party Integration: Integrated payment gateways (Stripe) and mapping services (Google Maps API) into existing web platforms.
- SEO Optimization: Optimized website metadata and image assets, significantly improving Lighthouse performance scores from 65 to 94.
- Client Communication: Managed direct communication with 3 non-technical clients to gather requirements and deliver weekly progress updates.

Education

• Chukwuemeka Odumegwu Ojukwu University

2024

Computer Science

Skills

- Microsoft Word, Excel & PowerPoint
- Administrative Support & Data Entry
- Email and Calendar Management
- Front-End Web Development
- Computer Troubleshooting & Basic IT Support
- Google Workspace
- Basic JavaScript
- Teamwork, Organization & Time Management
- Data Analysis & Internet Research
- Customer Service & Relationship Management
- Prompt Engineering
- AI Tools & Generative AI
- AI-Assisted Content Creation

Reference

• Osaze Jerry Iyamu

Indorama Eleme Petrochemicals
Human Resources Manager
08150891540

• **Mr Wisdom**

Webber Technologies

Found Webber™

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