

HORLAH O. OLADEJI



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PERSONAL DECLARATION

I am a young, dedicated and hardworking young man. Although I come from the most disadvantaged part of the world, which is Africa, I am determined to pursue my career and my dream without giving up, so that I can prove and show the world what the result of hard work and positive thinking can be. I am proactive, open minded and always wanting to learn everyday while I put the satisfaction of customers, employer as the main priority

BÁSIC QUALITIES

- Data Collection Strategies
- Customer Relationship
- Organization
- Data Evaluations
- Reliability
- Database Administration
- Programming Languages (HTML, JAVA, MySQL, CSS, XML, DTD,)
- Requirement Understanding
- Candidate pipeline Management
- Excellent Software Knowledge
- System Diagnostic & Security
- Networking
- Information Technology Infrastructure

EDUCATION

Tunivrs Formacion, Gijon Spain (2024 - 2027)

Higher Degree Cycle in Web Development & Multiplatform

Spanish Institute for Education and Training (IEEF), Madrid

Higher Degree Cycle in Cybersecurity & Ethical Hacking – Feb 2024

Bowen Univeristy, Iwo Osun State Nigeria.

Bachelor of Science (Bsc. Hons) Computer Science and Information Technology - May 2020

Nurudeen Grammar School, Ila Orangun Osun State, Nigeria

Senior Secondary School Certificate of Examination – June 2015

Saint Michael Primary School, Owode Apata Ibadan. Oyo State, Nigeria

Elementary School Leaving Certificate - 2009

COURSES ATTENDED

- Boolean Academy UK free Coding week Session in January 2024

CERTIFICATES & QUALIFICATIONS

- Higher Degree Cycle in Web Development & Multiplatform - in view
- Higher Degree Cycle in Cybersecurity and Ethical Hacking - Feb 2024
- Certificate of Attendance for the Boolean Academy UK Coding week - Jan 2024
- Official Intensive Spanish Language course Certificate level A1-A2 - Oct. 2023
- Bsc. Hons Computer Science and Information Technology - May 2020
- High School Certificate of Examination - June 2015
- Elementary School Certificate of Examination - July 2009

RELEVANT PROFESSIONAL COMPETENCIES

- Customer Relationship, Service and Assistance Provision
- Programming Languages (HTML, CSS, JavaScript, Visual Basic) Algorithms
- Visual C++, MySQL, PHP, Visual Basic.NET
- Networking
- Cyber security Analysis and attack detection
- Computer Troubleshooting & Diagnostic

LANGUAGES

- English - Native Language
- Spanish - Intermediate Level

WORK EXPERIENCE

- **INTERNSHIP: ODUK INVESTMENT COMPANY LIMITED (NIGERIA) - 2019**
Position: IT Officer/Support Staff

- i. System Diagnostic
- ii. Hardware & Software Maintenance with Installation
- iii. Window Server Control and Maintenance
- iv. Microsoft 365 work station.
- v. Partnership with external firm in Software upgrade and deployment.
- vi. General maintenance of the central Work Station.

- **BISTEE & BENI GLOBAL LIMITED (NIGERIA) (2020 - 2022)**
Position: Information Technology Officer/Front Desk Officer

- a) Deployment and accurate filling and Completion of the Form M for Importation of products through the Central Bank of Nigeria.
- b) Maintenance of all company correspondence with the foreign partners/distributor from China, USA, Canada etc.
- c) Hardware and Software maintenance within the office.
- d) Real time vetting of quotations to be submitted to our various clients within the country (the Nations Newspaper, the Sun Newspaper, Punch etc).
- e) Adequate coordination and upto date balance between the quotation and invoices sent and received to make sure the job is so easier for the accounting department.
- f) Support to the account department by giving real time diagnostic support in moment of system or hardware failure.

- **HOUSE MAINTENANCE OFFICER IN SUMMER (SPAIN) 2023**

Responsibilities and Duties

- i. Cleaning of the rooms and the interior of the house
- ii. Clearing of the outdoor enclosure.
- iii. Maintenance of Appliance and Installations
- iv. Maintenance of the compound and surroundings
- v. Give day to day break down situation report to the house owner while he was away in Sweden on holiday

- **CUSTOMER SUPPORT WITH KITCHEN ASSISTANT AT BALMOURI BAR (SPAIN)(MAR 2024 - JULY 2024)**

- Responsibilities and Duties**

- i. Liaise with Customers about placing Orders
 - ii. Enhance prompt and quick Order delivery
 - iii. Meditate in time or period of unsatisfactory on the part of the customer.
 - iv. Deliver bills to the customers and ensure prompt payment of services without issues.
 - v. Undertake Customer Opinion in order to project and make decisions about how, where and when the services need to be improved.
 - vi. Assist with some chores in the kitchen when the customers are overwhelming so as to make sure the orders are delivered on time to increase customer satisfaction

- **BAKERY OPERATOR AND LOGISTICS OFFICER AT BEIJA FLOR SK BRATISLAVA (OCT 2024 - DEC 2024)**

- Responsibilities and Duties**

- i. Support the production of Croissants, Cakes and bakery products.
 - ii. Monitor the purchase and delivery of raw materials when we are low in stock.
 - iii. Maintain total cleanliness of the Bakery and every items used for production
 - iv. Ensure prompt delivery of products to the shops and sales outlets.
 - v. Make sure the delivered items tallies with what is specified in the waybill.
 - vi. Also support with deliveries in some cases to cover the gap or vacuum left when the delivery guy is not present