

SAMSON FELIX TIKU

No.5 Arifanla street Acute Ogun State

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PROFESSIONAL OBJECTIVE: To add value and quality to organization, where there is support for initiative, innovation and growth. To maximize innate potentials and grow professionally.

ABILITIES:

- Good communication and interpersonal skills
- Ability to work without supervision
- Leadership/Managerial Skills
- Ability to work with team/Team Player
- Relationship management skills

WORK EXPERIENCE:

Ibizzapit Hotel & Suites

Date: May 2023 till date

Position: ***IT Support and Cashier***

Location: Adamawa

Function Summary:

- ✓ Maintaining the Hotel software for sales and booking
- ✓ Generating daily report for account reconciliation
- ✓ Reconciling daily system stock with physical stock
- ✓ Generating weekly and monthly report for management meeting
- ✓ Maintaining of inventory of ICT equipment and software.

Pitisa Awoof

Date: January 2022 - December 2022

Position: ***Customer service Assistant***

Location: Lagos

Function summary:

- ✓ Maintain customer profiles, track interactions, and build a database of customer engagements.
- ✓ Real-time customer support allows agents to directly engage with web visitors, answer questions, and provide immediate technical support.
- ✓ AI-powered workflows help agents respond to common issues autonomously, freeing up their attention to problems requiring one-on-one assistance.

Gotel Communications, Modire Hills Yola

Date: July-December 2017

Position: ***IT Assistant***

Location: Adamawa

Function summary:

- ✓ Install and configure computer hardware, operating systems and software applications.
- ✓ Troubleshoot system and network problems, diagnosing and solving hardware and software failures.
- ✓ Troubleshooting and fixing some network cables that are faulty at the new TV news room.
- ✓ Maintaining a wide range of computer hardware and software programmes.

Family Health International fhi360, Wukari.

Date: August 2013 - August 2014

Position: ***Data Entry Clerk (DEC)***

Location: Taraba

Function summary:

- ✓ Assist the facility M&E focal person in keeping track of summary reports and updating service registers
- ✓ Retrieves and sorts data source documents for electronic database entries and interpret data.
- ✓ Generates summary reports.
- ✓ Maintains confidentiality of information on source documents or in database.
- ✓ Perform other M&E related duties as assigned.

INSTITUTION ATTENDED AND CERTIFICATE OBTAINED

National Youth Service Corps	2020
Bachelor Degree in Computer Science. MAUTECH Yola. Adamawa Nigeria	2019
Diploma in Computer Science, Federal Polytechnic Mubi. Adamawa Nigeria	2012
NABTEB Adi grace College Wukari, Taraba Nigeria	2012
SSCE State Polytechnic Wukari, Taraba Nigeria	2010
First School Leaving Certificate Taraba Nigeria	2003

Other Certificates and Training

Human Resource Management Professional	2019
Project Management Professional	2019
HSE Professional level 1&2	2019

SPOKEN LANGUAGES: English, Hausa, and Kaka

REFEREES: Available on request.