*Flexible, Innovative, dynamic and Enduring*

**ADEDINI AKINTUNDE MICHEAL**

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**COVER LETTER**

Dear Mr/Mrs,

My resume is enclosed for your perusal. Given my related experience and capabilities, I would appreciate your consideration for this position. My skills are an ideal match for this position.

**OBJECTIVE:**

To be actively involved in the achievement of the objective of whatever assignment I am given in order to assist the organization in which I am employed, in the realization of its corporate and business goals, through the provision of good quality services. I shall employ my experience, good oral and written communication and interpersonal skills to develop and maintain a good working relationship with my work team members.

**PERSONAL DETAILS**

DATE OF BIRTH 20th August 1992

STATE OF ORIGIN Ondo state

L.G.A Okeigbo, Ile oluji

LANGUAGES English and Yoruba

RELIGION Christian

MARITAL STATUS Single

NATIONALITY Nigeria

SEX Male

PHONE NUMBER 08106189571

E MAIL michealadedini@gmail.com

ADDRESS Block B,House 3, Gowon Estate, Egbeda, Lagos

**WORK EXPERIENCE**

**Ridersports Software Nigeria Limited**

Content Manager, Customer Service Manager & Social Media Manager

Janury 2018-April 2020

Duties

* Developing Marketing Strategies Based n Marketing Goals
* Proofreading and Editing copywriter texts
* Creation and management of promotions and social marketing campaigns
* Creative content development for social media platforms
* Manage Publications
* Development of brand awareness and online reputation
* SEO (search engine optimization) and generation of inbound traffic
* Design, create and manage promotions and social ad campaigns

**Concinnity Nigeria Limited**

Customer Service Personnel, Social Media Personnel, Admin Manager

Lagos Nigeria

January 2016- December 2017

Duties

* Development of brand awareness and online reputation
* SEO (search engine optimization) and generation of inbound traffic
* Design, create and manage promotions and social ad campaigns
* Develop organizational elements in order to implement a proactive process for capturing happy, loyal customer online reviews.
* Monitor trends in social media tools, applications, channels, design and strategy.

**EDUCATION**

**Wesley University Ondo State**

Bachelor of Science (B.S) in Economics

2011-2015

**The Certification in Digital Marketing Social Media Marketing Concentration**

Hubspot Academy

2017

**Skill Edge Management Course**

Entrepreneurship development

2019

**SKILLS**

* Proven work experience as a Content manager.
* Hands on experience with MS Office and WordPress.
* Google Analytics
* Email Marketing
* Ads Campaign Management on all social media platforms
* Knowledge of SEO and web traffic metrics.
* Excellent writing skills in English.
* Photoshop

**HONOUR AND COMMUNITY ACTIVITIES**

**HONOUR AND COMMUNITY ACTIVITIES**

* 2015 - Global-lift Foundation Honors as an astute contributor to humanity
* 2016 - Minister/Visionary of **Truth Teaching Inc**.