

PROSPER CHIJOKE NDUKWE

PERSONAL DETAILS

SEX: MALE
NATIONALITY: NIGERIAN
ADDRESS: 32, Oseni Street, Lawanson, Surulere
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Methodical, results-oriented Project Manager professional with 4+ years of remarkable experience in project and people management to enhance business efficiency. Adept at leveraging strong command of modern technologies, programs and industry best practices to maintain the best management policies, achieving goals and providing both stakeholder, client and end user satisfaction.

EMPLOYMENT INFORMATION

JULY 2023 – PRESENT

TECH PROS

Lagos

Frontend Developer (Intern – Team Lead)

- HTML5, CSS3, JavaScript, Tailwind, React, GitHub
- Working with clients to develop the overall look and design of a website
- Writing website code with programming languages
- Producing, maintaining and modifying websites and user interfaces
- Incorporating applications, graphics, audio and video clips into client websites
- Creating tools that enhance the user's website experience
- Ensuring websites are accessible across many platforms, including laptops and smartphones
- Routinely testing websites for ease of use, speed and other quality factors
- Fixing any website issues or bugs that arise
- Develop new user-facing features

SEPTEMBER 2022 – JUNE 2023

PULSE LIMITED

Lagos.

Project Manager

- Plan and implement projects
- Measure project performance using appropriate systems, tools and techniques
- Report and escalate to management as needed
- Manage the relationship with the client and all stakeholders
- Perform risk management to minimize project risks

- Developing project scopes and objectives, involving all relevant stakeholders and ensuring technical feasibility
- Ensure resource availability and allocation
- Coordinate internal resources and third parties/vendors for the flawless execution of projects
- Manage budget and allocate project resources
- Ensure that all projects are delivered on-time, within scope and within budget
- Develop a detailed project plan to track progress
- Use appropriate verification techniques to manage changes in project scope, schedule and costs

NOVEMBER 2019 – MARCH 2022

PRIME INFRASTRUCTURE LIMITED

LAGOS

Assistant Project Manager

- Establish and maintain relationships with third parties/vendors
- Create and maintain comprehensive project documentation
- Creating long- and short-term plans, including setting targets for milestones and adhering to deadlines
- Delegating tasks on the project to employees best positioned to complete them
- Making effective decisions when presented with multiple options for how to progress with the project
- Serving as a point of contact for teams when multiple units are assigned to the same project to ensure team actions remain in synergy
- Communicating with executives or the board to keep the project aligned with their goals
- Performing quality control on the project throughout development to maintain the standards expected
- Adjusting schedules and targets on the project as needs or financing for the project change

NOVEMBER 2017 - SEPTEMBER 2018: JP TECH ENGINEERING LIMITED

Lagos.

Safety Officer

- Ensure all staff receive appropriate training in health safety security and environment
- Develop HSE culture at site and in the office
- Fault Management and Resolution

- Carry out investigation of accidents and near miss and also first aid treatment and enforce improvement programs to such situations
- Develop, implement and review operational policies and procedures
- Attend job planning meeting with clients
- Ensure all work sites are HSE Compliant
- Oversee budgeting, reporting, planning and auditing.
- Ensure all legal and regulatory documents are filed and monitor compliance with laws and regulations
- Conduct risk assessment and enforce preventive measures
- Initiate and organize OHS training for employees and executives

CERTIFICATIONS

SEPTEMBER 2023:

COURSERA PROJECT NETWORK

- Project Management: Efficiency in Asana
- Project Management: Gantt Chart

SEPTEMBER 2023

UDEMY

- Project Management Certification

MARCH 2022:

COUNCIL FOR THE REGULATION OF ENGINEERING IN NIGERIA (COREN)

- COREN CERTIFIED ELECTRICAL ENGINEER

DECEMBER 2021:

NOVELLE CENTER

- NEBOSH INTERNATIONAL GENERAL CERTIFICATE COURSE

JUNE – AUGUST 2020:

GOOGLE

- DIGITAL MARKETING
- SEO OPTIMIZATION & CONTENT CREATION

FEBRUARY – MAY 2018:

NEW HORIZONS, FESTAC TOWN, LAGOS

- AutoCAD 2D and 3D

JANUARY - JUNE 2017:

UK SHE ORGANIZATION, NOVELLE INSTITUTE

- HSE LEVEL 1,2,3
- FIRE SAFETY AND RISK ASSESSMENT
- BASIC FIRST AID/CPR

EDUCATIONAL DETAILS

NOVEMBER 2010 – JUNE 2015:

FEDERAL UNIVERSITY OF TECHNOLOGY, OWERRI

ELECTRICAL ELECTRONIC ENGINEERING

(B.ENG.) BACHELOR'S DEGREE IN ENGINEERING

SKILLS

Frontend Web Development

HTML 5

CSS 3

JavaScript

Tailwind

React

GitHub

Figma

Microsoft Office Applications

Project / Team Management

Gantt Chart

Reporting

Organizing and Communicating

Training and Presentation

PERSONAL COMPETENCIES

1. Ability to work in a fast-paced environment to set deadlines
2. Excellent oral and written correspondence with an exceptional attention to detail
3. Highly organised with a creative flair for project work
4. Enthusiastic self-starter who contributes well to the team

LANGUAGES SPOKEN

ENGLISH

IGBO

PUBLIC SERVICE & VOLUNTEER WORK:

2011/2015 FOOTBALL COACH, ELECTRICAL ELECTRONIC ENGINEERING DEPARTMENT,

2013/2015 CHURCH STEWARD, ANGLICAN CHAPEL OF LIGHT, FUTO

2017: Financial Secretary, Konshisha LG Corp Members of Benue State.

2017: Sports Coordinator, Konshisha LG Corp Members of Benue State.

INTERESTS AND ACTIVITIES

Working in an organization that stimulates intellectual growth; Football; writing; Travelling; Communicating and working with People; Ensuring safety and standards in all things

REFEREE:

Available on request.