Personal Detail

Date of Birth: 5th. May 1967

Marital Status: Married, 3 Children (20, 9, and 5)

Work Permit: Swiss Citizen

Language Skill Fluent English and Spoken and written German

Technical skills

Strong Organizational, IT and writing skills

Apple and Windows proficiency

SAP proficient

Excellent Project Management Skill

Profound experience in IT business Analyst, IT alignment, IT assessment, and sourcing strategy of new technologies

MS Office proficient excellent knowledge of SQL

Experience with Oracle, MS SQL Server, MS Reporting Services

Windows, iMac, Mac book and Social Media

**Skills and Abilities**

Very good analytical thinking, creativity, excellent communication, teamwork, and persuasiveness

Highly motivated, self starter with ability to use sound judgment when working with team members

Able to work with multiple project and work streams concurrently, with an ability to deliver work product on time

Hands-on experience with documentation reporting tool (Business objects)

Excellent Project Management Skill

Experience in SDLC (agile, waterfall and scrum)

Excellent knowledge of MS Office (Word, Excel, Access, Power Point)

Very good English (Fluent) and conversational German

Work experience

**02.06.2016 – 30.07 2016 Front Engineer Price Water House Cooper Zurich (Project)**

* Migration of operation systems from old machine to new one using new technologies like SCCM
* Configuration of hard and software and troubleshooting any error found
* Help customers in adapting to new environments
* Installation of application for business integration.
* Trouble shooting the process of migration and searching to fix errors
* One on one with users and customer in IT support.
* Installation and configuration of antivirus software

08.09.2014 – 24.10.2014 **Fronts and Back Office Engineer Unisys Ag** (**Project)**

* Documentation of Technical data
* Configuration of Hard and software, Avaya, docking station etc.
* Using Microsoft easy transfer to copy files to new computers
* Imaging and staging of Operating system

07.03.2013 – 30.08.2014 **Fronts and Back Office Engineer Zurich Insurance (Project)**

* Documentation of Technical data
* **Active Directory maintenance and Build:** Manage Active directory accounts, Users, Computers, GPO's and other Domain administrative tasks
* **Backup and Restore** Data files, User profiles and Outlook archives \*PST files to the Original state it was received using Microsoft Easy Transfer tool
* **Documentation:** Documented the User profile, Computer using Microsoft SharePoint. Record the user id, host name, date migrated for the purpose of Inventory control
* **Package installation:** Install Software packages according to requirements of the individual with Dynamic imaging tool
* Configuration of Hard and software, Avaya, docking station etc
* Imaging and staging of Operating system

05.02.2012 – 30.01.2014 **IT Business Analyst,** **CeeNetworks Bristol United Kingdom**

* Support the specification, implementation and deployment of business applications
* Work with implementation partners, hosting vendors and internal IT resources to deliver IT services customers
* Provide a bridge between business and internal IT by proposing change and processes
* Support project manager, solves problems with IT solutions
* Support IT costing and IT controlling
* Maintained and develop customer base and active market approach.
* Ensured system selection, development activities and new requirements meet IT standards in pharmaceutical industries.

01.09. 2010 - 30.09.2011 **Regulatory Submission Group Coordinator, *F.Hoffmann-La Roche Ltd.*, Basel**

* Maintain marketing authorizations for a specified portfolio: Submit Variations; Safety and CMC etc
* Update and develop labeling texts; SmPC, PIL and packaging artwork texts
* Liaise with local commercial teams including; Product development, Product Launches and Promotional Material and Prescribing Information
* Liaise with local commercial teams and communicate significant regulatory issues/developments to commercial and the potential impact on the company business
* Product development
* Product Launches
* Liaise with Global Regulatory Affairs on regulatory issues.
* Liaise with external regulatory authorities - (where applicable to the product portfolio).
* Develop and maintain regulatory Standard Operating Procedures as required.
* Maintain awareness of current and new legislation/guidance and ensure that work is in compliance with the statutory requirements.
* Gain marketing authorizations for pharmaceutical products in Ireland and Europe (as applicable)

2009 - 2010 **ICT Trainer and Project Member, *Innovation Academy*, Olten**

* Planning of projects process and mile stone
* Budget and Risk management and analysis
* Interfacing the project with stakeholders
* Preparation of live web
* Support of Internal IT Infrastructure
* Support for Users, Hardware/Software and Trouble shooting after project deployment

2008 – 2009 **ICT Project, *NXP Semiconductor AG*, Zurich**

* + - * + Management of Migration of over 500 computers from one domain to another
				+ Supported Desktop management
				+ Roll out and Migration, from MS Windows XP to Vista
				+ Creation, Modification, and Removal of Users Accounts
				+ Installation of Hard/Software and Antivirus software
				+ Migration of Domains and Email Archiving
				+ Documentation of Information

2008 – 2008 **Project Officers, *Zimmer GMBH*, Zug**

* + - * + Management of database of the company during the upgrade
				+ Interfaced our International customers with the new supply chain software
				+ In charge of archiving.
				+ Enhanced quality adherence to returned products
				+ Update central warehouse database, SAP R/3

2007- 2007 **ICT-Project Officer, *Innovation Tank*,Zurich**

* + - * + Designed project process for a Repro Company
				+ Design the architecture of the IT to ease business processes
				+ Interfaced between the project company and the stakeholders

 2006 - 2007 **ICT Support, *Outsourcingprofis Inc.*, Olten**

* + - * + 1st Level User Support (Hardware/Software)
				+ Excellent Knowledge in Networking (TCP/IP, Firewall and DNS and Antivirus software)
				+ Troubleshooting and Testing of Hard/Software
				+ Good know-how of Microsoft Win XP, Vista Office Professional 2003, 2007, Outlook and PowerPoint
				+ Good Knowledge of Active Directory and Domain Controller

2002 - 2006 **Logistic Assistant, *Swiss Post*, Aarau**

* + - * + Participation in logistic processes
				+ Provide quality assurance for products and Services
				+ Strategize supply chain processes

1998 - 1999 **Manager, *Hema Internet Café*, Nigeria**

* + - * + Execute administrative roles
				+ Finance and supervise the business
				+ Design and plan the networking
				+ Establish customer relation strategy

**1996** - 1998 **Resources Officer, *AITEC Computers*, Bern**

* Advice customers on different hard and software
* Implementation of strategic business plan
* Update client’s accounts suppliers performances

Education Qualification

2012 - 2017 ***PhD University of Geneva (Information Systems)(Suspended)***

2005 - 2006 **Masters in IT, *University of East London*, London UK**

* Relational Database (Oracle)
* Networking
* System integration and Data management

2001- 2003 **MBA, *Swiss Business School*, Zurich**

* General Management
* Supply Chain and Procurement
* Business accounting
* Management accounting
* Human Resources Management
* Negotiations and Skills

1988 - 1992 **Bachelor in Sociology**, *Edo State University*, Nigeria

Professional Certificates

* **Microsoft Certified Professional MCP**
* **Certificate in Microsoft Excel**
* **Certified ITIL V3**
* **SAP Module Training (SAP R/3. MM, SOP, PP and SAP BW)**
* **Software Tester (ISTQB Certified Software Tester)**

Professional Bodies

* Member IEEE

Hobbies

* Tennis
* Hiking