



SOLOMON MAIKORI

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WORK EXPERIENCES

Web Journalist Intern

Falcon News / April 2023 - July 2023

1. I research and write news copies of happenings around the world.
2. I collaborate with my colleagues to brainstorm and curate written content for the Falcon News website., .

Content Writer (Freelance)

Livingston Research / April 2023 - July 2023

1. I write to promote products and services that empower students in countries like the US, Canada.
2. I write for clients to facilitate learning and improve their performance through leading-edge technology, services, and data capabilities.
3. I use a range of platforms to provide personal assistance to students and teachers.

Content Writer Intern (Freelance)

College Aftermath / June 2022 - Jan 2023

1. I work closely with the HR and the editing team to create captivating contents.
2. I research a range of topics and create contents of about 500 - 2000 words for tech, health, lifestyle, education topics.

Freelancer (Transcription, Translation, Writing, Graphic Design)

Upwork / October 2021 -

1. I provide English - Hausa and Hausa - English transcriptions using loft software 2.0.
2. I provide content writing, proofreading and editing services to clients in English, French and Hausa languages.
3. I provide audio and text translation services in English - Hausa - French for clients.

Assistant Manager

Duratide Hotels Limited / January 2019 - October 2021

1. I assist the Manager carry out functions required to profit the Company and was able to assist in installing a solar system as an alternative source of power.
2. I served as a mediator between the Management and staff and was able to increase the workforce by 20%.
3. Supervision of various departments of the company where we successfully added the kitchen and laundry departments.

ABOUT ME

As an experienced freelancer, I specialize in tech, lifestyle, and finance niches, producing error-free, well-researched content backed by reputable sources. My aim is to help businesses communicate effectively with their audience, delivering top-quality work in the form of blog posts, website content, social media copy, or marketing materials.

TECHNICAL SKILLS

Graphic Design (Canva)
Email Management
Internet Research
Property finding
Proofreading & Editing
Scheduling
Co-hosting
Data Entry & Expense Tracking
Translations (Loft, MS Word)
Authoring Effective Surveys
G.Suite Proficiency
Transcriptions (Loft).

SOFT SKILLS

Growth mindset
Communication
Confidential and Discretion
Grit and Resilience
Problem Solving

LANGUAGES

English
French
Hausa

PORTFOLIO

<https://itzsolari.journoportfolio.com/>

CERTIFICATIONS

1. Conversational & Functional Fluency in French. (International Centre For Language Resources).
2. Teaching English As A Foreign Language. (International Open Academy)
3. Freedom Of Expression - a fundamental right. (Amnesty Academy).
4. The Fundamentals Of Digital Marketing. (Google Skills Africa).
5. Learning LinkedIn Recruiter. (LinkedIn Learning).
6. Working With Recruiters. (LinkedIn Learning).
7. Uncovering Unconscious Bias in Recruiting and Interviewing. (LinkedIn Learning).
8. Talent Sourcing. (LinkedIn Learning).
9. Strategic Human Resources. (LinkedIn Learning).
10. Diversity Recruiting. (LinkedIn Learning).
- Talent Acquisition Practices. (Alison.com).
11. Jobberman Soft Skills Training. (Jobberman).
11. Virtual Assistant Certificate. (ALX)
12. Google Ads Display Certificate. (Google)

Call Center Agent

Outsource Global / April 2018 - June 2018

1. Obtain client information by answering telephone calls and solving issues clients faced after retirement.
2. Interviewing clients; verifying information and providing legal assistance to acquire retirement benefits.
3. Establishes policies by entering client information and updating the database to separate clients that need legal representation.

Enumeration Officer (Part-time)

National Home Grown School Feeding Program / July 2017 - March 2018

1. Collect students data and upload on NHGSFP portal.
2. Make sure students are fed properly.
3. Serve as mediator between Government schools and the Government.

Production Officer / Artist & Repertoire

Afrinet Global Media / Sept 2015 - March 2016

1. I was part of a team that offered content dubbing services and also video and pictorial production.
2. My team was responsible for talent management where we create schedules for radio and Television interviews basically for promotional purposes.
3. Event management by providing sound equipments and stage setups for impeccable experience.
4. I subsequently provided voice over and subtitling services when the company was contracted by Africa Magic Hausa for "The Johnsons".

English Language Tutor

Jabi Secondary School, Abuja

1. I authored test and quizzes to evaluate student learning and comprehension.
2. I plan lessons for classroom with students in order to build the next generation of informed individuals.
3. Build relationships with students to understand obstacles to learning such as difficult home situations or social hurdles.

Marketer

Next Cash n Carry, Abuja

1. I was tasked to increase customer satisfaction by resolving Product or service issues and provide product information to a wider range of clients.
2. I offered the society the pleasure of shopping with great comfort and ease by assisting with purchase and delivery of products.
3. Marketing company brand to potential customers with the aim to increase company sales by creating and entering clients information.

EDUCATION

INTERNATIONAL CENTER FOR LANGUAGE RESOURCES

International Diploma in French / Sept 2021 - December 2021

KADUNA BUSINESS SCHOOL

Diploma in Innovation and Entrepreneurial Finance / October 2016 - January 2017

BINGHAM UNIVERSITY

BA English Language / April 2007 - Sept 2011