



PROFILE

Web Development and Microsoft 365 Student at IMO-TECH SOLUTION

I am Highly motivated and diligent student currently pursuing studies in Web Development and Microsoft 365 at IMO SOLUTION. Passionate about leveraging technology to create innovative and user-friendly web solutions, I am committed to continuous learning and professional growth in the field of web development.

ADDRESS

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CONTACT

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EMILE BERRI

STUDENT

EDUCATION

JOHN F KENNEDY INTERNATIONAL SENIOR SECONDARY SCHOOL

2014 - 2017

WASSCE

MODERN SCHOOL OF SCIENCE AND BUSINESS

2009 - 2012

IMO-TECH SOLUTION INSTITUTE

Present

Web development and Microsoft 360

WORK EXPERIENCE

IMO-TEC SOLUTION (Receptionist)

present

Managed a multi-line telephone system, efficiently directing calls, taking messages, and providing accurate information to callers. Provided administrative support to various departments, including typing documents, preparing reports, and updating spreadsheets.

SKILLS

- Proficient in HTML and CSS, creating clean and visually appealing web pages
- Experience with version control systems, such as Git, for collaborative coding projects
- Knowledge of responsive design, ensuring websites adapt to different devices and screen sizes
- Understanding of Microsoft 365 tools, including SharePoint for document management and Teams for collaboration