

CONTACT

Port Harcourt, Nigeria

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CORE SKILLS

- Workflow automation
- AI-assisted systems
- Email operations
- API integration
- User and technical support
- QA and controlled testing
- Monitoring and error handling
- Process documentation
- Data organization
- Operations coordination

TOOLS

- n8n
- Google Apps Script
- JavaScript / TypeScript
- React / Fastify
- PostgreSQL / Prisma
- Google Sheets and Forms
- Gmail API / OAuth
- Telegram Bot flows
- REST APIs and webhooks
- Oracle Cloud
- Docker and Caddy
- GitHub / VS Code

EDUCATION

BSc Computer Science

Ignatius Ajuru University of Education
| 2025

HND Computer Science

Port Harcourt Polytechnic | 2023

ND Computer Science

Port Harcourt Polytechnic | 2021

KINIKA ANTHONY NDAH

AI & Workflow Automation Specialist | Support Systems Builder

PROFILE

Computer Science graduate and AI-assisted automation specialist who builds practical systems for job matching, email operations, admin workflows, and controlled monitoring. Experienced with n8n, Google Apps Script, APIs, React/TypeScript, Telegram, databases, QA, documentation, and user support. Combines technical delivery with operations experience to turn manual processes into clear, testable workflows.

SELECTED AUTOMATION PROJECTS

Rolvica Job Radar

Founder and Automation Systems Builder | Independent Project | 2026 to Present

- Built a job alert platform that collects, normalizes, filters, deduplicates, matches, and emails opportunities based on saved user preferences.
- Developed signup, preference, source review, matching, admin approval, delivery, support, and error-handling workflows.
- Added source health checks, freshness controls, queue limits, waits, and safety rules to improve match quality and production stability.
- Created Telegram-controlled admin mail tools for previewing, approving, sending, and logging operational messages.
- Started the V2 monorepo with Fastify, PostgreSQL, Prisma, structured logging, health checks, database migrations, and safe backup scripts.

Rolvica MultiEmail

Multi-Gmail Operations and Email Management System | 2026 to Present

- Built a secure web application and private automation engine for organizing multiple Gmail accounts, labels, cleanup rules, and priority mail.
- Implemented registration, login, secure sessions, per-user ownership, editable settings, and a Google OAuth foundation.
- Added starred-message protection, gradual cleanup limits, schedules, validation, retries, and preview controls to reduce operational risk.
- Connected a React and TypeScript interface with an API gateway, Prisma, SQLite, and an n8n processing engine.

PROFESSIONAL EXPERIENCE

Website Administrator and Live Support

Private Technology Organization | Remote | 2024 to 2025

- Provided live chat and email support to website users and followed up until issues were resolved.
- Logged and reproduced user issues, then coordinated with developers on bug fixes and platform updates.
- Supported website maintenance, content updates, and user communication during downtime or changes.
- Documented recurring issues and created simple support steps to reduce repeated enquiries.
- Confirmed fixes with users and kept open issues organized through completion.

CERTIFICATIONS

- AI Automation Specialist and System Architecture | Nexith AI Academy | 2026
- National Youth Service Corps | 2025
- Professional Certificate in Systems and Networking | Lintech ICT Academy | 2025
- Professional Certificate in Data Analysis | Lintech ICT Academy | 2025
- Professional Certification in Mobile Development | Olotu Square | 2024
- Computer Professionals Registration Council of Nigeria, GMCNP | 2023
- Cisco Networking Academy | 7 Cybersecurity and IT Essentials certifications | 2023

STRENGTHS

- Problem solving
- Process thinking
- Follow-through
- Clear writing
- Record keeping
- Quality checking
- Team coordination
- Adaptability

FOCUS AREAS

- Workflow automation
- AI-assisted operations
- Email management systems
- Job matching systems
- Support and admin workflows
- Monitoring and safety controls
- Testing and QA

LANGUAGE

- English

SELECTED AUTOMATION PROJECTS CONTINUED

Rolvica Intelligent Trading Bot (RITB)

Paper-First Trading Automation and Monitoring System | 2026 to Present

- Built a Telegram-controlled trading system with paper and live modes, readiness gates, explicit confirmation, and protected execution permissions.
- Designed a canonical trade lifecycle with one active position per user, idempotent monitoring, emergency pause, settlement, trade memory, and daily reporting.
- Added strategy sessions for discovery, confirmation, entry, status tracking, stop controls, and performance evidence.
- Kept live execution gated while paper results, risk controls, readiness, and operational behaviour are tested and documented.

PROFESSIONAL EXPERIENCE CONTINUED

Digital Research and Platform Testing

Independent | Remote | 2023 to 2025

- Tested digital platform workflows, checked for errors, and recorded clear steps to support fixes and process improvements.
- Maintained tracking logs for requirements, timelines, participation steps, and updates.
- Researched product and process changes and converted findings into notes, checklists, and user guidance.
- Responded to user questions in online communities with clear explanations of updates, usage steps, and common issues.
- Prepared written summaries, reports, and documentation to keep information organized and easy to follow.

Assistant Manager

Skyreach Oil and Gas | Port Harcourt, Nigeria | 2022 to 2024

- Supported daily station operations by coordinating staff activities, shift flow, and communication between management and staff.
- Drafted internal policies and operational notes for Director review.
- Monitored punctuality, dress code, cash control, and shift rules to maintain company standards.
- Checked balances before product offloading and supported accurate daily reporting.
- Protected keys, supervised PMS trips, and helped maintain compliance with safety and operational procedures.

Truck Manager

Skyreach Oil and Gas | Port Harcourt, Nigeria | 2021 to 2022

- Assigned trucks to trusted drivers and coordinated delivery trips across different routes.
- Tracked routes, payments, timing, and trip status to support efficient delivery operations.
- Maintained records of incidents, vehicle use, maintenance, and driver compliance.
- Monitored company rules and safety standards during trips.
- Followed up on operational issues and enforced discipline when required.