

Abdou M Jallow

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OBJECTIVE

As a detail-oriented and reliable Data Entry specialist with experience in recording and tracking mass data, I am seeking a challenging role in Data Science. I am enriched with digital marketing skills and proficient in using online tools.

SKILLS

- ❖ Proficient in Excel for analysing statistical data
- ❖ Fast Typing
- ❖ Web designing (WordPress, HTML, CSS)
- ❖ Facebook Advertising (Laser-targeting)
- ❖ Data verification and Data Entry
- ❖ Microsoft Office (Word, PowerPoint)
- ❖ Google Sheets
- ❖ Adobe Photoshop 2020 (graphic designing)

EDUCATION

- ❖ Humber College, Etobicoke Toronto/Canada Web Development and Design, 2022 – 2023 Completed courses: Web Production Techniques, Web Application programming, Web and frameworks, web designing planning and prototyping Tools and workflow for the web.
- ❖ University of the Gambia, MDI, Kanifing /The Gambia Computer Science, 2018 – 2021 Completed courses: Web Programming, Data Structures and Algorithms, Computer Networking, Principle of operating Systems, Database management system, cloud computing, etc.
- ❖ Nusrat Senior Secondary School, Serrekunda, Bundung /The Gambia Science Course, 2015– 2018 Completed courses: Information Technology (IT), Mathematics, Physics, Chemistry, Biology CGPA of 4.21 out of 5.00, obtaining 9 credits in the West Africa Senior School Certificate

PROFESSIONAL CERTIFICATIONS AND TRAINING

- ❖ Youth Empowerment Project (YEP) Freelancing, The Gambia, Apr 2020- Aug 2020 Completed a course in digital marketing sponsored by Youth Empowerment Project
- ❖ Facebook advertising
- ❖ Ad campaigns

- ❖ Laser targeting
- ❖ Audience Insights

PROFESSIONAL EXPERIENCE

- ❖ Data Entry Specialist- COVID-19 Support, Ministry of Health, Kololi, The Gambia, July 2021 – Oct 2021 Responsibilities:
 - ❖ Review data for completeness and accuracy
 - ❖ Identify errors and carefully enter the data in a Civil Registration and Vital Statistics database (CRVS)
 - ❖ Maintain the confidentiality and privacy of the collected data.
 - ❖ Submit completed questionnaires and other equipment used in the fieldwork to the Ministry of Health
- ❖ Enumerator, The Gambia Bureau of Statistics (GBOS), Central River Region, The Gambia
 Project 2 – Jan 2022 – Apr 2020 Project 1 - Nov 2020 – Feb 2021 Worked as a Field Enumerator in 2 projects, within the Monitoring and Evaluation Unity (Social Registry) sector. Responsibilities include using the CAPI to conduct interviews about issues related to the academic, health, and work status of households.
 Responsibilities:
 - ❖ Collect data as per the Gambia Social Registry surveys protocol.
 - ❖ Maintain the confidentiality and privacy of the collected data for social development purposes only.
 - ❖ Perform quality control on the collected information and sync it to the headquarters.
 - ❖ Conduct face-to-face interviews with respondents.
 - ❖ Strategy plans on how to conduct interviews based on an Excel data sheet from headquarters.

VOLUNTEER WORK

- ❖ Student Volunteer, West African Secondary School, Kanifing, The Gambia, April 2020 – Jun 2020
- ❖ Manage classrooms of 25-30 students (grade 11s and 12s) during summer break extra classes. Covered major examination topics in both Math and Physics.
- ❖ Encourage students to persevere with challenging tasks
- ❖ Encourage group work among students
- ❖ Implement a variety of teaching methods such as discussions