BENEDICTA EDINAM AMI DAVOUR

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SUMMARY

- Results-driven computer science and engineering graduate inspired by modern-day technology.
- Passionate about finding tech-driven solutions to societal problems.
- Ready to co-operate and work in a team.
- Dedicated and reliable, prepared to learn and grow.

EXPERIENCE

Operations Officer

CALBANK   November 2023 to July 2024

- Stayed up to date with company Fin-tech and required web applications.
- Recommended and sold bank products to customers.
- Handled cash and performed on-the-counter transactions for customers.
- Assisted with installation and configuration of e-products for clients.

IT Support Intern

TOYOTA GHANA COMPANY LIMITED   October 2022 to December 2022, May 2023

- Set up and configured new laptops for staff, loaded required software and server permissions.
- Provided technical assistance in use of company operational programs.
- Assisted IT Officer in responding to technology help requests, troubleshooting of computers and printers for staff.
- Liaised with contractors for CCTV maintenance, telecommunication issues and routine IT equipment servicing.

EDUCATION

- Bachelor Of Science, Computer Science and Engineering   Completed November 2023
  University Of Mines and Technology, Tarkwa

- General Science   Completed June 2019
  St. Mary's Senior High School, Accra

RELEVANT PROFESSIONAL CERTIFICATIONS

- Google UX Design: Foundations of User Experience   February 2024

- Google UX Design: Start the UX Design Process   March 2024

SKILLS

- Thorough understanding of computer hardware and software.
- Fluent in frontend programming languages such as C#, HTML and CSS.
- Conversant with UX design tool Figma for prototyping and wire-framing.
- Excellent communication and inter-personal skills.
- Solid background in mathematics, analysis and problem solving.

LANGUAGES

- English
- Twi
- Basic French

REFERENCES

- Gideon Ntow Okai
  System Administrator, Toyota Ghana Company Limited
  kojogideonokai@gmail.com

- Umaru Mohammed
  Lecturer, Computer Science and Engineering Department, University of Mines and Technology
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