

DANIEL ESSAH ASAMOAH

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Objective

My objective is to develop a thriving career in the information technology environment and make an impact in the tech arena.

Summary

I am an Information Technology student at the University of Ghana, with a high sense of responsibility and integrity. I am reliable, energetic, highly motivated, and have well-round organizational skills along with outstanding communication and interpersonal skills. Again, with an upbeat attitude. Eager to learn new skills to gain valuable working experience.

Education

2021 - 2023 University of Ghana MBA in Information Management Systems	Accra
2015 - 2019 University of Ghana Degree: BSc. Administration (Second Class, Upper Division)	Accra
2012 - 2015 Mawuli Senior High West African Senior Secondary Certificate Examination Certificate: General Science	Ho

Work History

e-Process International SA
2 Morocco Lane, Off Independence Ave.
Accra, Ghana

Cyber Security Analyst. July – August 2022.

- I was responsible for investigating security breaches and locating vulnerabilities.
- I was responsible for installing and operating security software.
- I was responsible for handling incidents.

Peace Pishon Ventures
Residency Road Trafalgar
Ho - Ghana

Marketing officer (part-time), July 2019 - Present

- I am responsible for advertising medical products.
- I am responsible for the bidding of contracts.

Electricity Company of Ghana
Ho, Volta Region

Meter reader and data analyst, December 2020 - November 2021

- I was responsible for reading meters and distributing utility bills.
- I was responsible for the data input of meter readings into the company's database.

Electricity Company of Ghana**Ho, Volta Region****Administrative assistant, September 2019 - August 2020**

- I was responsible for data entry into the company's database.
- I was responsible for writing memos and dispatching letters.

Multichoice Group**Accra****Call Centre Representative, April - May 2021**

- I was responsible for outbound calls to customers to make sure they are satisfied.
- I was responsible for taking inbound calls to help customers with their problems.

Regional Health Directorate**Ho, Volta Region****Administrative assistant, June - July 2018**

- I was responsible for data entry into the company's database.
- I was responsible for writing memos and dispatching letters.

Royal Senchi Resort and Hotel**Senchi****Laundry assistant, July - August 2017**

- I was responsible for room services and laundry services.

Electricity Company of Ghana**Ho, Volta Region****Administrative assistant, July – August 2016**

- I was responsible for data entry into the company's database.
- I was responsible for writing memos and dispatching letters.

Certifications

- (ISC)² certificate

Skills

- Microsoft office suite
- Innovator for business analysts.
- Tableau
- Python
- Project Libre

Interests

- Football