

Sebastian Bello

Ghana | Male | 25

Target MSc: Management

PROFESSIONAL EXPERIENCE

Operations Officer - NGO (Feb 2022 - Aug 2023)
Coordinated projects and monitored budgets
Prepared progress reports and assisted in operational planning
Administrative Intern (2020)
Provided general office support, including documentation and scheduling
Assisted in data entry and project tracking

EDUCATION

Bachelor in Business Administration, University of Ghana, 2018 - 2021
Focus on operations management, project coordination, and organizational behavior

SKILLS

Operations coordination, Excel, project management

LANGUAGES

English (fluent), Twi (native)

PERSONAL INTERESTS

Social impact, project management, community engagement