

ABRAHAM BOAKYE YIADOM

English Specialist | Technical Writer | Communications Professional

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PROFESSIONAL SUMMARY

Detail-oriented English specialist and technical writer with a solid foundation in technology, data analysis, and content creation. Skilled in simplifying complex technical information for broad audiences through clear, persuasive, and grammatically precise writing. Proven ability to create impactful content, manage digital platforms, and support knowledge transfer through engaging communication.

EDUCATION

B.Sc. Computer Science

University of Cape Coast – Cape Coast, Ghana | Jan 2021 – Aug 2024

Relevant Coursework:

- Communication Skills I & II
- Critical Thinking & Analytical Writing
- Information Literacy Skills

CORE COMPETENCIES

- Technical Writing & Documentation
- Content Development (Web, Blog, Reports)
- Editing & Proofreading
- SEO & Digital Content Optimization
- AI/NLP Training & Prompt Engineering
- Social Media Strategy & Management
- Data Visualization & Analysis (Power BI, Tableau)
- Web Technologies (HTML/CSS, React, PHP, JavaScript)

LANGUAGES & COMMUNICATION SKILLS

- English: Native-level fluency (spoken & written)
- Strong command of grammar, tone, and style
- Effective at simplifying complex concepts
- Skilled in persuasive writing and structured communication

PROFESSIONAL EXPERIENCE

Website Administrator & Content Manager

Add Life To Years Cancer Foundation – Tema, Ghana | Jan 2022 – Present

- Developed and managed content for the organization's website and social media platforms.
- Created easy-to-understand cancer awareness articles and educational posts.
- Translated complex medical/technical content into accessible formats for public understanding.
- Trained and improved the cancer chatbot by collecting FAQs and optimizing responses.
- Increased social media engagement, growing followers from 1,800 to over 4,200 in 18 months.

Technical Writer (Freelance)

Remote/Project-based | 2021 – Present

- Authored user guides for software tools, AI systems, and digital platforms.
- Summarized technical and academic research into digestible formats for various audiences.
- Delivered high-quality documentation for tech startups and research teams.

IT Support & Trainer

Best Point Savings and Loans – Achimota, Ghana | 2023 – 2024

- Created training manuals for non-technical staff on digital banking software.
- Led workshops and provided hands-on training on software tools.

- Simplified IT jargon into clear, practical guidance for end-users.

SELECTED WRITING PROJECTS

- Tech & AI Blog: Authored insightful posts on machine learning, data science, and programming concepts.
- Business Reporting: Produced professional reports with data visualizations and strategic insights.
- Outreach Campaigns: Drafted newsletters, educational series, and digital campaigns for community health awareness.

TECHNICAL SKILLS

- Programming: Python, PHP, JavaScript
- Web Development: HTML, CSS, React
- Data Analysis & Visualization: Python, Power BI, Tableau
- AI Tools: Basic NLP training, chatbot scripting

ACHIEVEMENTS

- Winner, National Hackathon (2023): Led development of a tool to assist in writing policy documents.
- Cancer Chatbot Enhancement: Improved chatbot accuracy through structured input and analysis.

INTERESTS

Creative Writing • Coding • Classical Music • Piano
Volunteering • Data Analysis • Public Health Communication