

LENIX AARON FIANU
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PERSONAL INFORMATION:

DATE OF BIRTH: 1st January 2000

GENDER: Male.

NATIONALITY: Ghanaian.

LANGUAGES: English, Ewe and Twi.

PROFILE:

A dynamic and multifaceted IT professional with expertise across full-stack web development, desktop application development, and graphic design. With a passion for innovation and a commitment to excellence, I leverage my diverse skill set to create compelling digital solutions that elevate user experiences and drive organizational growth. Proficient in content management systems (CMS), I combine technical knowledge with creativity to deliver impactful IT and operational solutions.

EDUCATIONAL BACKGROUND:

Ho Technical University, Ho:

Bachelor Degree (Computer Science) 2024 to 2025.

Ho Technical University, Ho:

Higher National Diploma (Computer Science) 2020 to 2023.

Kpando Technical Institute:

National Board for Professional and Technical Examination (Computer System Practice), 2015 to 2018.

COURSE:

GCOM IT Academy, Ho

Diploma in Hardware Engineering (A+)

B-tyme Media School

Photography and Videography

WORK EXPERIENCE:

Pope Francis School and Health Care Center, Tsito Avenyui Camp

Co-Operational Director

Pope Francis School and Health Centre (NGO) — May 2025 to Present

- Oversee day-to-day operations of the institution, ensuring smooth coordination of academic, health, and administrative activities.
- Develop and implement operational strategies that align with the NGO's mission and long-term objectives.
- Supervise IT strategy and digital infrastructure, integrating technology to enhance learning, healthcare delivery, and management systems.
- Manage staff performance, provide mentorship, and foster teamwork across departments.
- Oversee budgeting, resource allocation, and project management to ensure efficient use of funds and compliance with donor requirements.
- Collaborate with stakeholders, partners, and community members to strengthen programs and expand impact.
- Ensure monitoring, evaluation, and reporting systems are in place to measure effectiveness and sustainability of projects.
- Create digital content for institutional branding, including photography, videography, and video editing.
- Operate drones for aerial photography/videography to support events, documentation, and promotional materials.

IT Director, September 2024 – May 2025

Duties:

- Leading the IT department and overseeing all technology-related operations within the school and health care center.
- Managing and maintaining the IT infrastructure, including network systems, servers, and computer hardware.
- Developing and implementing IT policies and best practices to support the organization's objectives.
- Providing technical support and training to staff and students, ensuring effective use of technology in educational and healthcare settings.
- Coordinating the installation, configuration, and maintenance of software and hardware systems.
- Ensuring data security and compliance with relevant regulations and standards.
- Collaborating with other departments to identify and implement technology solutions that enhance service delivery
- Handling of all the social media platforms and the organization's websites.

GCOM Ghana Limited – Intern

June 2024 – August 2024

Duties:

- Taught students Microsoft Office Suite, including Word, Excel, PowerPoint, Access, and Publisher, enhancing their comprehensive digital literacy skills.
- Conducted lessons on web development, covering HTML, CSS, and basic JavaScript.
- Learned Internet of Things (IoT) concepts and programming with Python, applying these skills to practical projects.
- Assisted in troubleshooting and maintenance of computer systems, gaining hands-on experience in IT support.

GBEKOR SENIOR HIGH SCHOOL – National Service Person

Duties:

- Teaching Fundamentals of Information and Communication Technology (ICT).
- Conducting lessons on Microsoft Office Suite, including Word, Excel and Powerpoint
- Installing and configuring Windows operating systems on school computers.
- Performing diagnostics and troubleshooting for software and hardware issues.
- Conducting repairs and maintenance on computer hardware
- Registering students for the West African Examinations Council (WAEC) exams.

THE SEDs INSTITUTE, Sokode Lokoe

Head of IT Department November, 2023 to March, 2024.

Duties:

- Led and mentored the IT team, ensuring productivity and alignment with educational goals.
- Oversaw maintenance and optimization of IT infrastructure, supporting the academic environment.
- Provided technical support and facilitated training sessions for students.
- Implemented and manage IT projects that enhance the learning experience.

Freelance Full-Stack Web Developer & Graphic Designer

2022 to 2024

- **Web Development:** Designed and developed dynamic, responsive websites using HTML, CSS, JavaScript, PHP, and modern frameworks; integrated CMS platforms like WordPress for easy client content management.
- **Desktop Application Development:** Built custom desktop applications for schools, NGOs, and small businesses, focusing on usability and automation.
- **Graphic Design:** Delivered branding solutions, including logos, brochures, posters, and social media assets tailored to client needs.
- **Content Creation & Media:** Produced engaging content through photography, videography, drone

operations, and video editing to support digital campaigns and institutional branding.

- Client Engagement: Worked with NGOs, schools, and businesses to identify technology gaps and deliver tailored IT solutions.
- Project Management: Handled end-to-end delivery — from requirements gathering and design to deployment, training, and post-project support.

SKILLS AND COMPETENCES:

- Excellent teamwork and coordination skills
- Ability to pay attention to detail
- Proficiency in computer literacy
- Good leadership skills
- Good communication skills
- Excellent interpersonal skills
- Ability to work with minimum supervision

HOBBIES AND INTEREST:

Playing E-games

Watching of Animations

Playing Basketball

REFEREES:

1. Dr. Nyamede Etor
Head Of Department
Computer Science Department
Ho Technical University
0240924765
2. Mr. Gideon Tatagah
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