Edward Mintah

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Motivated professional with strong communication, problem-solving, and computer networking skills, dedicated to continuous learning and growth. Eager to collaborate with software engineers, web development teams, and networking experts to enhance expertise and contribute to success of an organization.

EXPERIENCE

Ghana Broadcasting corporation(GBC), KANDA— *National Service Personnel*

November 2022 - October 2023

- Developed and deployed web applications to streamline internal processes.
- Configured and managed servers, optimising performance and ensuring high availability.
- Conducted networking tasks, maintaining seamless connectivity across departments.
- Troubleshot hardware issues, maintaining operational efficiency.

Lobsterplus Ghana Limited, ADABRAKA — *Internship*

September 2022 - October 2021

- **Installed Windows Operating System** – Provided installation and updates for staff computers, ensuring systems were secure with the latest patches.
- **Developed Online Market Resources** – Built webpages for product advertising using HTML, CSS, and JavaScript.
- **Enhanced Company Security** – Regularly updated Windows systems to safeguard against vulnerabilities and improve performance.

GIT PLUS, DZORWULU — *Internship*

September 2020 - October 2020

- **Prepared System Requirement Specification** – Gained experience in documenting system requirements for software projects.
- **Developed Online Form** – Created an online form for customer feedback using HTML, CSS, and JavaScript.
- **Enhanced Documentation Skills** – Improved ability to structure and document software requirements effectively.

SKILLS

Frontend: HTML, CSS, TAILWIND CSS,JAVASCRIPT, REACT.JS,GITHUB (**Version Control**)

Server Management: Windows Server 2019

Networking:LAN/WAN configuration, troubleshooting

Hardware: PC assembly, hardware troubleshooting, system upgrades (RAM, SSD, GPU), peripheral setup (printers, scanners), hardware diagnostics

AWARDS and ACHIEVEMENT

Higher National Diploma Graduate – Achieved a Final Grade Point Average (FGPA) of 3.79.

Software Development Team Member – Contributed to the development staff work schedule and performance monitor (SPM) for ghana Broadcasting Corporation.

Networking Project Lead – Directed the ICT-IT Support Networking Project at GBC, managing the end-to-end setup of an office computer network, including team coordination, resource allocation, and ensuring timely completion.

STRENGTHS

Strong team collaboration and

interpersonal skills.

Versatile and adaptable to diverse working environments.

Fast learner, open to acquiring new technologies and skills.

EDUCATION

Accra Technical University, ACCRA— *2nd Class Upper*

October 2019 - November 2022

Higher National Diploma (HND) in COMPUTER SCIENCE.

Nyakrom Senior High School, Agona Nyakrom

April 2007 - March 2012

Senior High Certificate (WASSCE)

LANGUAGES

English and Fante

PROJECTS

SPM — *Staff Work Schedule and Performance Monitor*

- Developed and deployed a web application to monitor staff work schedules and performance.
- Enhanced transparency and efficiency by hosting the application on organisational servers.

Networking Project Lead – *ICT-IT Support Networking Project*

- Led the end-to-end setup of an office computer network at GBC.
- Coordinated the team, managed resources, and ensured the project was completed on time.

REFERENCES

Mr Robert Kwabena Andzie Tawiah
IT (Senior operations officer)
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