Isaac Banson Botwe

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Plot No. 207, Mpintsin

OBJECTIVE

To utilize my technical skills and provide a professional service to customers by applying and honing my knowledge and working in a challenging and motivating working environment.

EDUCATION

2023
- **Bachalor of Software Engineering**
Takoradi Technical University
1st Class Upper

2021
- **HND IN INFORMATION TECHNOLOGY**
Takoradi Technical University
2nd Class Upper

2020
- **Certificate in Programming(Java)**
Fekwon College

2020
- **Certificate in Microsoft Office Suite**
Fekwon College

2016
- **General Science**
Bompeh Senior High School

2013
- **Junior High School**
Happy Home Educational Complex

EXPERIENCE

2017 - 2021

- **IT Instructor**
  Fekwon College

  1. Facilitating company Website
  2. Updating and uploading company information on the internet
  3. Handling social media
  4. Training students on Microsoft Office Suite
  5. Training students on design using Coral Draw
  6. Training Students on Hardware and Networking.
  7. Managing the computer Lab
  8. Fixing all damage computers.

2021 - 2022

- **Teaching Assistant**
  Takoradi Technical University
  For the Senior Lecturer:
  1. Collaborate with the senior lecturer in preparing course materials, such as lecture slides, handouts, and assignments.
  2. Conduct tutorials or discussion sessions to supplement the main lectures.
  3. Facilitate class discussions and encourage student participation.
  4. Grade assignments, exams, and other assessments according to established criteria.
  5. Provide constructive feedback to students on their performance and progress.
  6. Hold office hours to provide individual or group assistance to students with course-related questions.
  7. Assist in the organization and supervision of laboratory sessions, experiments, or practical exercises.
  8. Help students with technical issues related to the use of educational technology or software.
  9. Assist in the coordination of guest lectures or special events related to the course.
  10. Monitor student attendance and participation during lectures or other course-related activities.
  11. Assist in maintaining and updating course websites or online learning platforms.
  12. Collaborate with the senior lecturer to develop or revise course materials based on student needs and feedback.
  13. Provide support to students with disabilities or special learning requirements.
  14. Serve as a liaison between students and the senior lecturer, conveying questions, concerns, or feedback.
  15. Assist in the proctoring of exams and maintaining exam integrity.

  For the Database Administrator:
  1. Manage and administer the university's databases related to the course.
  2. Ensure the integrity, security, and accessibility of the database systems.
  3. Assist in the design, development, and implementation of database structures and schemas.
  4. Optimize database performance and troubleshoot any issues that arise.
  5. Monitor and maintain database backups and recovery procedures.
  6. Collaborate with the senior lecturer to incorporate database concepts and practical exercises into the course.
  7. Provide technical support and guidance to students working with databases.
  8. Assist in setting up and configuring database-related software and tools for students.
  9. Help students troubleshoot database-related problems and errors.
  10. Assist in grading database assignments and projects.
  11. Stay updated with the latest database technologies and trends relevant to the course.
  12. Collaborate with other database administrators or IT professionals to address system-level issues.
  13. Assist in the coordination and execution of database-related workshops or

training sessions.
14. Document database processes, procedures, and guidelines for future reference.
15. Assist in the management of user accounts, permissions, and access control for database systems.

October 2022 - May 2023

- **IT Instructor**
  Mary's Child Educational Complex

  1. Teaching IT course

  2. Training students in the IT field

  3. Managing IT lab

  4. Typing and arranging exams papers

  5. Administrative work

  6. Design posters to advertise the school.

2023 - Present

- **Software Engineering & System Development**
  Accra Institute of Technology

  1. Software/System development and support.
  2. Development, implementation and support of Learning Management System (LMS)
  3. Install, customize, update and maintain AIT internal and external webpages and sites
  2. Provide creative visuals and manage the planning and implementation of web-base applications3. Increase AIT online exposure through search engine optimization best practices
  4. Create and analyze reports on web activity, number of hits, traffic patterns and other similarperformance metrics
  5. Integrate AIT websites with back-end systems such as databases
  6. Diagnose and fix bugs in-house and external element software systems.
  7. Develop software tools and subsystems to support software reuse and development.
  8. Perform research and implement all technical solutions for all systems and ensure compliance to allcompany objectives and provide regular status reports to management
  9. Assist in software process management and control through coding of software developmentprocess.
  10. Support configuration management tasks on system development projects.
  11. Disseminate test data from control database to staff and students to meet adequate unit testing.
  12. Determine, develop and review approval of required quality system documentation.
  13. Design and documents all security measures and standards for all computer software.

SKILLS

Team Player, Problem solver, Java
Developer, Web Developer,
Microsoft Office Expert, Good
content creation, Good
communication skills, Good AI
usage expert

80%

PROJECTS

- **Online news Portal**

  These are the features of the system:

  1. Post News
  2. Comment section
  3. Category
  4. Recent post
  5. Chat forum

- **Online course registration**

  These are the features of the system:

  1. Register course
  2. Update record
  3. Upload students information
  4. Change course
  5. Register students

- **School Management System**

  These are the features of the system:

  1. Student information Management
  2. Staff Management
  3. Examination Management
  4. Timetable Management
  5. Fees Management System
  6. Reporting and Analysis
  7. Integration and Data Exchange
  8. Security and User Access Control
  9. Parent access of their wards records.

- **Church Website**
  - Home page
  - About page
  - Sermon and Media
  - Events and Calendar
  - Ministry and Program
  - Worship and Music
  - Blog Post
  - Prayer Requests

- **School website**
  - Home Page
  - About Us
  - Academics
  - Faculty and Staff Directory
  - Students Activities

- Events
- News and Announcement
- Student Portal
- Contact information
- School Policy

- **School Admission System**
  - Online Application
  - Documents upload
  - Application Tracking
  - Application Fee Payment
  - Application Review and Evaluation
  - Interview Scheduling
  - Decision and Notification
  - Enrollment and Registration

- **School files system**
  - Folder Structure
  - Documents upload and Storage.
  - File Versioning
  - Access Control
  - File Search and Retrieval
  - Collaboration and Sharing

- **Online Book System**
  - Book Catalog
  - Book Details and Description
  - Book Search
  - Online Reading
  - Borrowing and Lending
  - Personal Library
  - Search for all kinds of books in the world.

- **Fees Management System**

  These are the features of the system:

  1. Payment of Fees
  2. Tracking of Fees
  3. Check all unpaid students
  4. Checking all half payment
  5. Checking all full payment
  6. Email Notifications to Parents
  7. Parents system
  8. Teachers System

9. Admin full control

INTERESTS

- Participating in Programming competition
- Surfing through the internet
- Interested in Designing using Photoshop
- Interested in exploring the AI technology

LANGUAGES

- English Fante Twi

REFERENCE

- **Dr. Hilary Atta-Ackah - Takoradi Technical University**
  HOD on computer Science
  hilary.arthur@ttu.edu.gh
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- **Mr. Eugene Akoto - Accra Institute of Technology**
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