

Personal Information

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CAREER OBJECTIVE

A driven and detail-oriented individual currently pursuing a Bachelor of Science in Information Technology at Ghana Communication Technology University. I aim to apply my technical expertise, analytical thinking, and collaborative skills to contribute meaningfully to organizational goals while developing hands-on experience in innovative IT solutions.

EDUCATIONAL QUALIFICATIONS

Institutions	From	To	Certificate awarded
▪ Ghana Communication Technology University	2024	Bachelor of Science in IT (In Progress)
▪ Accra Academy	2019	2022	WASSCE
▪ Rhema Christian Life School	2017	2019	BECE

WORK EXPERIENCE

Freelance Graphic Designer and Video Editor

Self-Employed | July 2021 – Present

- Designed branding materials for 20+ clients, including logos, brochures, and websites.
- Produced and edited promotional videos and short documentaries for small businesses and organizations.
- Managed social media visuals and video campaigns for startups, increasing engagement by 40%.
- Collaborated with clients to develop creative concepts that align with their vision..

Intern Graphic Designer and Video Editor

Creative Hive Agency, Accra | June 2022 – December 2022

- Edited 15+ corporate videos and client advertisements for digital platforms.
- Assisted in developing promotional materials for campaigns.
- Created engaging infographics and motion graphics for client presentations.
- Maintained project deadlines and ensured consistency in designs.

KEY SKILLS AND INTERESTS

KEY SKILLS

Technical Skills:

- Website Development: HTML, CSS
- Video Editing: Adobe Premiere Pro, After Effects

- Proficient in Microsoft Office Suite (Word, Excel, PowerPoint)
- Web Design and Basic Coding (HTML/CSS)
- Basic Networking Concepts
- Familiarity with IT Tools and Systems

Soft Skills:

- Exceptional communication and interpersonal collaboration
- Highly organized with strong time management abilities
- Critical thinking and innovative problem-solving

LANGUAGES

- Fluent in English and Twi

INTERESTS

- Reading technology blogs
- Exploring software development
- Volunteering in community development projects
- Traveling and cultural exploration

REFERENCES

Available upon request

