

# CURRICULUM VITAE (CV)

## PERSONAL INFORMATION

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Name: Samuel Wai Okyere  
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### Personal Profile / Carrier Objectives

I am a highly motivated and dedicated individual with a passion for technology and innovation. I am eager to leverage my technical skills for the achievement of excellent results. My strong analytical and problem-solving skills, combined with excellent communication and leadership abilities, have consistently led to successful project outcomes.

My Career objective is to secure a challenging position in the technology Industry where I can apply my skills and gain valuable experience while contributing to the success of the team and organization

### Educational Background

YEAR	INSTITUTION	QUALIFICATION
Aug 2018 – Nov 2023	University of Cape Coast	BSc Computer Science - CGPA 3.3
Aug 2012 - May 2015	Obuasi Senior High Technical School	General Science

### Professional Development

May 2023 – June 2023	Alison	Figma Design Basics and Features
Feb 2019 – April 2019	Alison	Microsoft Office 2010- Revised 2018
Nov 2023 – Dec 2023	Alison	Diploma in Website Development Using HTML and CSS

### Area of Specialization

Computer Science (BSc) – Hardware and Software

### Majors At University

A Degree in Computer Science

- ✓ Computer Hardware
- ✓ Software Suit
- ✓ Computer Architecture
- ✓ Database Management
- ✓ Advanced Operating Systems
- ✓ Cryptography and Network Security
- ✓ Human Computer Interface

### Computer Literacy

Microsoft Office Suit (Word, Excel, Power Point, Access)

Figma  
Sika Hene ERP

### **Added Skills**

- ✓ Driving
- ✓ UI/UX Design
- ✓ Web Development(Html/CSS)
- ✓ Mobile Phone and Computer Hardware

### **Research Work Undertaken**

Cyber Crimes and Ways to Mitigate them

### **Working Experience**

<b>Date</b>	<b>Status</b>	<b>Company</b>
<b>Nov 2022 – Present</b>	<b>Warehouse and Dispatch Officer</b>	<b>African Resource Management</b>

#### **Duties**

- ✓ Managed warehouse operations, including inventory maintenance and record-keeping
- ✓ Oversaw product acceptance and accurate storage
- ✓ Facilitated timely packaging and delivery to mining clients (e.g. ANGLOGOLD Obuasi mine, Sandvik, Geodrill)
- ✓ Monitored product status and updated records until delivery confirmation
- ✓ Implemented restocking procedures and updated product listing
- ✓ Assisted clients in processing requests, ensuring prompt delivery
- ✓ Maintained strong customer relations through on-time deliveries and effective problem-solving

<b>July 2015 – August 2018</b>	<b>Teacher</b>	<b>God Lives School</b>
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#### **Duties**

- ✓ Taught junior high school students
- ✓ Taught English language and Religion studies
- ✓ Students completed their BECE exam successfully

<b>May 2012 - June 2014</b>	<b>Mechanic</b>
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#### **Duties**

- ✓ Removed worn out Brake Pads from vehicles
- ✓ Serviced brake pads for various vehicle types

### **Special Qualities**

- ✓ Result Oriented (Bottom line and output oriented, and able to push self and others steadfastly for results)
- ✓ Good Communication skills
- ✓ Analytical Thinking (Able to think Logically / Systematically and seek answers beyond the obvious)

- ✓ Technology Insight (Understand how technology is vital to Organizational success and knowledgeable on current technologies)
- ✓ Flexible i.e. Prepared to work varied hours to accomplish requirements

## Start – Up

May 2020 – Present  
June 2022

## Mobile Phone and Pc Repair Technician Online Store

K.Wai Trading

## Duties

- ✓ Built an online website to advertise and sell products and services

## Social

May 2015 – Present

## Children's Ministry Instructor

Tutuka Freeman Methodist Church

July 2019 – October 2022

Male Organizing Secretary

Ghana Methodist Students Union  
(UCC LOCAL)

## Duties

- ✓ In charge the organization of all church activities
- ✓ Able to organize people to achieve higher tasks
- ✓ Maintained and improved the unions assets
- ✓ Trained both males and females to perform tasks with ease

**Nov 2019 – October 2022**

## Sound Engineering

## Duties

- ✓ Oversaw sound management for all Ghana Methodist Students Union (Ghamsu) services
- ✓ Led a diverse team of 62 members (22 males, 30 females)
- ✓ Spearheaded sound asset procurement for the union
- ✓ Facilitated a smooth transition of power upon the expiration of my term

**April 2022**

## Manifestation 22

- ✓ Led organizing team for largest campus church program in 22

## Hobbies

## Reading, teaching

## References

Rev Dr Emmanuel A. Gyeabour  
Headmaster  
Glory land Academy  
Tel: 0240338433

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Growth Steel – Asia (Ghana)  
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