

Emmanuella Quintin-Coffie

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Profile

In the new digital-driven business environment, I seek to apply the knowledge acquired from my education, training and experience in the business environment and through research, contribute to solutions that will provide value to the institution. I am convinced that I can contribute to the success of any team or project since I have a natural flair for problem-solving and a passion for achieving results.

Skills

Languages: HTML | CSS | JavaScript

Frameworks: React

Other: Git | PhotoShop | Figma

Attributes

- Good communication skills.
- Good interpersonal and customer relations.
- Willing and positive minded team player.

Experience

GCB Bank PLC (Branch operation and Business Support Unit) | National Service Personnel | 11/2023 - 05/2024

- Resolves operational issues regarding both core application and third -party applications sent from branches and other units or escalates where necessary.
- Assist user management reviews.
- Assist in the closure of audit issues.
- Train and support branches and business units on how to use new applications/products.
- Carry out root cause analysis on imbalances, provide solutions and recommend appropriate steps to avoid future occurrence.

Farm Radio International - Haatso, Accra | Monitoring and Evaluation Intern | 06/2022- 09/2022

- Monitored a farmers' program broadcast in Ga language on Obonu FM and transcribed a 60-minute audio segment from Ga to English. Following this, I performed an assessment to verify that the broadcast content met the company's stringent standards.

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Farm Radio International - Haatso, Accra | Volunteer | 08/2019

- Collaborate intermittently with the Field Team and Radio Team on photography and documentary assignments.

Projects

- Participated in upgrading and testing of banking applications to ensure branches operate efficiently, improving customer service delivery.
- Redesigned the user interface of iPhone WhatsApp using Figma, incorporating unique features to enhance its functionality, as part of the creative project requirements for the Generation/Mest Development cohort.
- Developed websites for a beach resort, restaurant, and fashion brand as part of my projects in the Generation/Mest cohort.

Education

HND Accountancy Graduation: 02/2024
Accra Technical University