

# Enoch Osafuo Agyei

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Portfolio: <https://enosaf7.github.io>

LinkedIn: <http://www.linkedin.com/in/enoch-osafuo-7602b8240>

Detail-oriented and proactive Mathematical Science undergraduate with hands-on experience in data analysis, statistical modelling, and data visualization. Passionate about deriving actionable insights from data using tools like Python, SQL, Excel, and Power BI. Completed multiple data analytics bootcamps and built portfolio projects involving real-world datasets. Seeking an internship to apply and expand analytical and programming skills in a professional environment.

## EDUCATION AND TRAINING

### University of Mines and Technology

*BSc. Mathematical Science*

**Tarkwa, Ghana**

*January 2023 – Present*

### Swedru Secondary School (SWESCO)

*General Science (WASSCE)*

**Agona Swedru, Ghana**

*November 2019 – September 2022*

## KEY SKILLS

- Programming & Query Languages: Python (Pandas, NumPy, Matplotlib, Seaborn), R, MySQL
- Data Tools & Platforms: Power BI, Excel (pivot tables, dashboards, formulas), Jupyter Notebook
- Database & Version Control: SQLite, GitHub
- Statistical Techniques: Hypothesis testing, regression, data wrangling
- Other Tools: MATLAB, Microsoft Word, PowerPoint

## WORK EXPERIENCE

### Upwork (Freelance)

*Transcriptionist (Remote)*

**Accra, Ghana**

*February 2024 – April 2024*

- Transcribed 15+ audio interviews with 100% accuracy in 20 days.
- Demonstrated discipline and attention to detail under deadlines.
- Managed multiple tasks efficiently while ensuring high-quality deliverables.
- Utilized time-tracking tools and file organization systems to maintain workflow consistency.
- Extracted relevant data and structured content for easy comprehension—skills valuable in data wrangling and preprocessing.

### Jasfo Metal Works

**Accra, Ghana**

## *Assistant Manager*

June 2018 – January 2025

- Managed client relations and contributed to increased annual sales.
- Developed basic operational data tracking for customer orders.
- Recorded and analyzed inventory trends to support material purchasing decisions.
- Coordinated a small team, using basic spreadsheet tools to log performance metrics.
- Practiced effective communication and problem-solving, transferable to stakeholder engagement in analytics roles

## **St. Michael's Specialist Hospital**

**Lapaz, abrantie**

### *Insurance claims officer (Intern)*

October 2025–December 2025

- Maintain and organize claim records
- Verify patient insurance coverage
- Assist in preparing claim documents
- Follow up on claim status checks
- Assist in report preparation and Data entry

## **PROJECTS**

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- Zomato Restaurant Sales Analysis (R): Analyzed customer behavior and restaurant trends using R programming Language.
  - Exploratory Data Analysis on Road accident Dataset: Cleaned, visualized, and derived insights using Excel for analysis and Dashboarding.Developed an Information Management System with a team as part of my final project
  - Sales Analysis in MySQL: Cleaned and Analyzed a dinner Cuisine shop's sales to identify trends and key factors contributing to the sales behaviour
  - Homicide Analysis (Python): An analysis of global homicide rates using Python and Jupyter Notebooks to conduct in-depth analysis and visualizations.

## **CERTIFICATIONS**

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- Data Analytics Bootcamp – On-Campus (Excel, Python, SQL) — Nov 2024 – Dec 2024
  - Data Analytics Bootcamp – Online — Jan 2025 – Mar 2025
  - Business Analytics with Excel — Feb 2025
  - ALX Professional Foundations Programme — Jan 2025 – Apr 2025
  - ALX Data Analytics Programme — May 2025 – Aug 2025

## **REFERENCES**

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Available on request.