

KOUADJO AMOS YANN EMMANUEL AGRE

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SUMMARY

Passionate individual about culture diversity and dynamics with over 5 years' experience learning and maturing in different nations coupled with a dozen years of experience in IT support and infrastructure management. Involved in different projects of providing translation and interpretation for several individuals and businesses as well as consulting for SMEs and Start-ups and tutoring of upcoming software development talents.

SKILLS

Translation	Customer Support	Mentoring
Interpretation	Research Ability	Public Speaking
Versatile	Design Thinking	Digital Marketing
Adaptive	Web Development	Software Development

EDUCATIONAL BACKGROUND

Strathmore University – Nairobi, Kenya

September, 2020 – Present

Bachelor in Business Information Technology

Relevant Coursework: Project Management, Web Development, Programming, Database Management

Academic standing: B

Strathmore University – Nairobi, Kenya

January, 2019 – October, 2021

Diploma in Business Information Technology

Relevant Coursework: Software Engineering, Programming, Computer Network, Project Management

Academic standing: Merit (B)

PROFESSIONAL WORK EXPERIENCE

Freelance Translator

March, 2024

Nairobi, Kenya

- Translating social media contents from English to French
- Translating presentation contents from English to French
- Translating academic research papers

French & English Translator/Interpreter

February, 2022 – Mars, 2022

Strathmore University – Nairobi, Kenya

- Providing translation of documents for communication, logistics and operation purpose
- Assisting in interpreting discussion points from French to English and from English to French
- Bridging communication between government authorities from Côte d'Ivoire and the institution authorities
- Preparing materials in French and in English for different meetings and presentations

Jr. Administrative and IT Manager

October, 2020 – December, 2020

Siloam Ophthalmic Centre – Abidjan, Côte d'Ivoire

- Managed daily administrative operations e.g., record of expenses, patients' details and medical inventory
- Maintained the IT equipment
- Mentored staff on usage of IT equipment
- Developed a quotation format for patients' invoices

Assistant French Teacher

Juin, 2020 – Juillet, 2020

Home Tutoring – Nairobi, Kenya

- Preparing teaching materials for different lessons for English-speaking individuals learning French
- Assisting the teacher with IT issues for online lessons
- Establishing cooperatively learning outline for French lessons

Jr. Consulting Web Developer
Digital Oasis Ltd – Nairobi, Kenya

February, 2020 - April, 2020

- Collaborated closely with the development team on a variety of projects
- Provided support to clients
- Mentored staff from the development team
- Trained in installing Mifos X platform

Technical Support Consultant
Siloam Ophthalmic Centre – Abidjan, Côte d'Ivoire

September, 2018 - November, 2018

- Successfully achieved the creation of a database to store patients' details
- Contributed to the management of the database and mentoring of the staff

Jr. Lab Manager
Methodist Secondary School of Cocody – Abidjan, Côte d'Ivoire

September, 2013 - June, 2015

- Established guidelines and monitored the use of the lab devices by other pupils and staff of the school
- Managed the lab's equipment
- Trained in basic graphic design

Jr. Lab Manager
Methodist Secondary School of Plateau – Abidjan, Côte d'Ivoire

September, 2009 - June, 2013

- Established guidelines and monitored the use of the lab's equipment by other pupils and staff of the school
- Managed the lab's equipment
- Trained in maintenance, installation and management of the lab's equipment

CERTIFICATES & ACHIEVEMENTS

University of Toronto – Coursera

[Mind Control: Managing your Mental Health during COVID-19](#)

University of Michigan – Coursera

[Introduction to Programming using Python](#)
[Python Data Structures](#)

LANGUAGES

French - Native

English - Fluent

German - Beginner

HOBBIES

Football/Soccer (Among the team leaders, playing different roles and positions on & off the field)

Art Production (Movies, Music, Reading books)

Traveling

REFEREES

Richard Arina Okonda

Nairobi, Kenya

Lecturer, French Department, Strathmore University

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Isaac Kigen Kipkosgei

Nairobi, Kenya

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Nairobi, Kenya

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