

Steve Jason Apeaning Bassaw

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Education

Applied Technology

Apr 2022

Ensign college—Utah

Salt Lake, Utah, U.S.A.

- GPA : 3.490
- Identify and install key desktop settings.
Identify and describe function of key hardware in a desktop or laptop computer.
- Design and configure a basic corporate network, identifying key hardware and infrastructure devices needed to connect systems together.
- Identify and set basic security settings to protect a workstation or server.
- Define and configure key security policies for a corporate network.
- Troubleshoot basic networking and system configuration problems.

Bachelor's in computer information technology

Apr 2023- Present

Brigham Young University Idaho

Rexburg, ID

GPA: 3.8

Key competence: Web Fundamentals (HTML, CSS)

C#, Python

Work Experience

Coordinator (Carpet Crew)

Jun 2024- Present

Brigham Young University Idaho

Rexburg, ID

- reviewed job applications and held interviews for new recruiters
- led crew, ensuring safety in the workplace, being a leader and an example
- organized, maintained professionalism, and exercised professional communication with peers and higher-ups.

Event Setups Custodian

Jan 2024- Jun 2024

Brigham Young University Idaho

Rexburg, ID

- Prepared for recurring events like devotionals, graduation ceremonies, or student activities.
- Set up events in various campus locations, from classrooms to large auditoriums or outdoor spaces.
- Used professional and complicated carpet cleaning machines, including MAC, Rx etc.
- Evaluated carpet conditions and choosing appropriate cleaning methods.
- Interacted professionally with colleagues and high ups, explaining processes, and addressing concerns.
- Performed basic maintenance on cleaning equipment.

Missionary Training Center Ghana

Sep 2021 – Sep 2023

The Church of Jesus Christ of Latter-day Saints

Accra, Greater Accra Ghana

- Trained volunteer missionaries in time management, language (English and French), public speaking, conflict management, goal setting and planning.
- Engaged in meetings internationally to learn and gain instructions to help volunteers progress.
- Worked corporately with other staff and management to attain a common objective
- Communicated frequently with management and volunteers to provide feedback and discuss instructional strategies.
- Supervised and made sure resources to achieve an organizational goal

Volunteer Work Experience

Missionary

May 2019- April 2021

Church of Jesus Christ of Latter-Day Saints

Kinshasa, DR. Congo

- Organized weekly meetings to present progress reports.
- Trained five new volunteers to acquire more skills and experiences to become leaders.
- Coordinated work of volunteers, increasing call-back visits and worked for 8-9 hours per day.
- Collaborated with volunteers to give assistance to other people.
- Developed skills to interact with people with different points of view to promote growth.
- Became fluent in French, contacting over twenty people daily.

Skill & Core Competence

- Public relations.
- Teamwork & collaboration.
- Time management.

- Training
- Supervising
- Good Communication skill
- Coaching
- Goal setting
- Languages: English, French(fluent), Twi, Fante
- Planning
- Report Writing