

MERCY AFOLEY ANANG

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PROFESSIONAL SUMMARY



PERSONAL STATEMENT & OBJECTIVE

I am a smart, reliable and responsible individual who is willing to explore and learn new things to broaden my knowledge which will help better my future chances and also to meet any organization's standard.

Seeking a career in I. T where modern technological tools can help reduce manual work of humans in the various sectors of a nation's economy.



EDUCATION

BSc. Computer Science | University of Cape Coast

2016 – 2020

High School certification | O'Reilly Senior High School

2009 – 2013



EXPERIENCE

NSS Personnel | Ghana Cocoa Board

NOV 2020 – PRESENT

- Installing and configuring new computer systems
- Troubleshooting hardware devices
- Stock taking of computer consumables
- Answering calls and taking records of user complaints using excel

Internship | DataOne Solutions

JUNE 2019 – AUGUST 2019

- Produced Requirements Documentation (sequence diagrams, workflows)
- Database creation using PHP and MySQL



SKILLS

- Microsoft Office (MS-Word, Excel, PowerPoint)
- Troubleshooting hardware devices

- Programming using C++(basic)

- Data entry



REFERENCES

MR. KWAME OSEI OWUSU
INFORMATION SYSTEMS UNIT
GHANA COCOA BOARD
TEL:0244232417

MR SAM RICKETTS GEORGE
DATAONE SOLUTIONS
TEL:0207806320