




JEMIMA SEKYERAA ASARE

 jermieasare@gmail.com  +233 27 175 2762/ + 233 50 129 9872  Offei Ansah Ln, Accra, GH

PROFILE

I am a motivated and results-driven individual eager to contribute to your organization's success. I bring knowledge and skills gained through my education and experiences, and I enjoy working in teams that value collaboration and growth. Skilled in CSS, HTML, and Python, I have a strong interest in technology, problem-solving, and continuous learning. I look forward to using my technical and organizational skills to support innovation and advance both the company's goals and my career.

EXPERIENCE

11/2024 – 06/2025

CUSTOMER SERVICE REP, MULTICHOICE GHANA LIMITED

- Addressed customer inquiries and resolved complaints
- Provided accurate product and service information
- Ensured positive customer experiences through professional communication.

12/2023 – 09/2024

NATIONAL SERVICE PERSONNEL, QUALITY CONTROL COMPANY LTD(COCOBOD)

- Adapted quickly to new responsibilities and roles.
- Represented the Service professionally with enthusiasm and dedication.
- Delivered high-quality results in assigned projects with strong attention to detail
- Promoted teamwork and collaboration among colleagues.

EDUCATION

08/ 2019 – 09/2023

UNIVERSITY OF GHANA- LEGON, ACCRA

Bachelor of Arts in Information Studies – Second Class Upper

09/2016 – 07/2019

MAMFE METHODIST GIRLS' SENIOR HIGH SCHOOL(MEGHIS)

WASSCE: General Arts

SKILLS

TECHNICAL SKILLS

- Html & CSS
- Python (beginner–intermediate)
- Computer proficiency

SOFT SKILLS

- Problem Solving
- Time Management
- Attention to Detail
- Communication

ACTIVITIES

LEADERSHIP & VOLUNTEERING

National Union of Presbyterian Students (MEGHIS) – House Representative

- Disseminated information and created awareness of programs.
- Organized student participation in outreach and campus activities.

The Larbi Foundation (TLF) – Volunteer

- Supported community initiatives for the less advantaged.

Stemaide Africa – Team Member

- Contributed to projects aimed at fostering problem-solving and critical thinking among youth

HOBBIES

Listening to music | Reading | Cooking | Digital leisure

REFERENCES

Available upon request.