

# Curriculum Vitae

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## Professional Summary

Adaptable and fast-learning Computer Science student at Lancaster University Ghana, with hands-on experience in accounting despite having no formal background in the field. Demonstrated strong problem-solving ability, initiative, and the capacity to quickly grasp new concepts while working in a finance role. Passionate about technology, data, and efficiency, with interests in using computational thinking to solve real-world problems. Eager to apply both technical and practical skills in multidisciplinary roles.

## Education

Lancaster University Ghana

BSc Computer Science

Accra, Ghana | 2024 – Present

- Currently in Year 1
- Completed Foundation Programme with emphasis on academic writing, critical thinking, and quantitative reasoning.

AlphaBeta Christian College

IGCSE Certificate

Accra, Ghana | Completed: [Year]

- Subjects included Mathematics, ICT, and Physics.

## Work Experience

Assistant Accountant

Yao COnsult, Accra, Ghana | January – July 2023

- Managed daily financial transactions, invoices, and receipts despite having no prior accounting experience.
- Self-taught basic bookkeeping practices and Excel-based tracking tools to maintain organized financial records.
- Collaborated with senior staff to prepare financial summaries and respond to audit-related

requests.

- Gained real-world experience in responsibility, attention to detail, and learning under pressure.

## **Skills**

- Programming: Python, HTML, CSS, JavaScript (basic)
- Microsoft Excel (Formulas, Tables), Word, PowerPoint
- Fast learner and adaptable in unfamiliar roles
- Strong problem-solving and analytical skills
- Communication and teamwork
- Time management and self-motivation

## **Projects**

Portfolio Website

- Built a personal portfolio website using Javascript, HTML, and CSS to show the services I offer.

## **Extracurricular Activities**

- Member, Lancaster University Ghana Coding Club
- Volunteer, AlphaBeta Christian College Community Outreach
- Participant, Foundation Programme Business Simulation Project

## **References**

Available upon request.