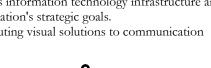# CHRISTIAN GYAN

I.T SPECIALIST, GRAPHIC DESIGNER AND A PHOTOGRAPHER

Responsible for overseeing and managing the company's information technology infrastructure and ensuring that all IT-related activities support the organization's strategic goals.
Also responsible for conceptualizing, creating, and executing visual solutions to communication problems.

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LANGUAGES

English ▬▬▬▬   Twi ▬▬▬

EDUCATION

2016-2019 **WASSCE**	St Mary's Boys Senior High School **Takoradi** **Program offered –Visual Art**
2021-2024 **Degree**	University Of Energy and Natural Resources **Sunyani** **Program offered –Bsc In Information Technology**

SKILLS

Adobe Photoshop**,** Adobe Premier Pro, Excel, Word, PowerPoint Computer Hardware Repairs.

Analytical thinking Problem Solving, Communication, Time Management, Mastering design tools and software applications

Keeping up with industry trends, design techniques, and emerging technologies.

PROFESSIONAL EXPERIENCE

July. 2019 – Jan. 2021
TAKWA, WESTERN

JACVIV BUSINESS LINK

Designer and Typist

- Maintaining accurate and organized records of documents, files, and other information.
- Drafting, typing, and proofreading documents such as reports, memos, and letters.
- Assisting customers or clients in person, over the phone, or via email.
- Collaborating with clients to understand their needs and preferences.
- Designing brochures, posters, business cards, and other print materials.

Oct. 2022 – Dec. 2022
TAKWA, WESTERN

TARKWA MUNICIPAL HOSPITAL -Internship

- Overseeing the installation, configuration, and maintenance of the organization's network infrastructure**.**
- Managing servers, including deployment, monitoring, and maintenance.
- Implementing and managing security measures to protect the organization's IT systems and data.
- Ensuring clear communication of IT policies, procedures, and updates to the organization.

Oct. 2023 – Dec. 2023
TAKWA, WESTERN

TOYOTA GHANA -Internship

- Overseeing the installation, configuration, and maintenance of the organization's network infrastructure**.**
- Managing servers, including deployment, monitoring, and maintenance.
- Implementing and managing security measures to protect the organization's IT systems and data.
- Ensuring clear communication of IT policies, procedures, and updates to the organization.
- Overseeing technical support services, including helpdesk operations and user support.
- Implementing preventive maintenance measures to avoid system failures.

REFERENCES

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I.T MANAGER - TOYOTA GHANA