**Richard Essuman**

# Personal Information

Ghanaian

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**Profile** Detail-oriented data analyst with 3 years of experience in collecting, organizing, and analyzing complex datasets. Proficient in statistical analysis, data visualization, and data mining techniques. Strong ability to effectively communicate findings to non-technical stakeholders. Seeking to leverage expertise in data analysis to contribute to the success of a dynamic organization.

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| **Work Experience** | **Data Analyst- Intern**  **United Pension Trustees Limited** |

## 09/2022 – 02/2023 ACCRA, GHANA

Analyzed large sets of data using statistical methods and software tools to identify trends and patterns, resulting in improved forecasting accuracy by 15%.

Developed and maintained data visualizations and dashboards, presenting complex information in a clear and concise manner to support decision-making processes.

Conducted rigorous data quality checks, ensuring accuracy and reliability of datasets to facilitate informed business decisions and minimize errors.

Collaborated with cross-functional teams to design and implement data collection methods, resulting in enhanced data accuracy and efficiency for reporting purposes.

# Data Entry Officer- Intern

**Appsol Information System**

## 01/2021 – 05/2022 ACCRA, GHANA

Assisted in data entry and maintenance tasks for a high-volume database, ensuring accuracy and completeness of information.

Collaborated with team members to streamline data entry processes, resulting in improved efficiency and reduced errors by 20%.

Conducted data quality checks and resolved discrepancies by cross-referencing multiple sources, ensuring data integrity and reliability.

Assisted in data analysis and generated reports using Excel, contributing to data-driven decisionmaking and strategic planning initiatives.

## **Skills**

**INFORMATION TECHNOLOGY**

Data visualization Statistical analysis

**Professional Professional**

**FULL STACK DEVELOPER**

JavaScript and Responsive

HTML/CSS Design

**Professional Professional**

# Education Biology and Natural Sciences | BSc in Animal Biology and Conservation

**Science and Botany University Of Ghana**

## 09/2015 – 05/2019 LEGON, GHANA

Conducted independent research projects, including designing experiments, collecting data, and analyzing results, leading to the publication of findings in peer-reviewed scientific journals. Completed coursework in advanced topics such as molecular biology, genetics, and ecology, demonstrating proficiency in understanding complex biological concepts and applying them to real-world scenarios.

Collaborated with a team of researchers to investigate the impact of climate change on biodiversity, contributing to the development of new strategies for conservation and sustainability.

**Education** Participated in fieldwork expeditions, conducting ecological surveys and biodiversity assessments in diverse ecosystems, enhancing practical knowledge and observational skills in the natural sciences.

**Software Development | Software Development- Full Stack Mobile and Web**

# Development

**Codetrain Software Training Institute**

## 01/2023 – 03/2025 LEGON, GHANA

Completing a rigorous curriculum, earning a Certificate in Software Development with a focus on programming languages, algorithms, and software engineering principles.

Developed and implemented a web application using HTML, CSS, and JavaScript, resulting in a user-friendly interface and improved user experience.

Collaborated with a team of software developers on a semester-long project, successfully delivering a functional and error-free software solution within the established deadline. Acquired hands-on experience with Agile development methodologies through coursework and group projects, effectively managing project timelines and ensuring successful project completion.