SheriffOla
Information Specialist

https://sheriff29.github.io

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Skills & Strengths

Knowledge of library service techniques and philosophy
- Able to apply library concepts and theories to real world situations

Independent and team-oriented work ethic
- Good at working alone and as part of a team

Adept at computing, IT, Internet and Programming
- Exploits IT and programming technologies to solve real world library issues

Strong analytic and systemic thought orientation
- Logical problem solving ability

Good written and technical communication
- Able to write and present technical topics and ideas coherently

Creative problem solving

Survey research skills

Strong customer service

Koha LMS administration

Microsoft Office apps

Eager to deepen knowledge about...

- Teaching
- Supporting research
- Facilitating information literacy

Programming Languages

HTML

Perl

python

SQL

XML

EDUCATION

Nov, 2020 — **Graduate Studies | MSc Forestry** ♀ **University of British Columbia**
- Completed dissertation on sustainability information dissemination among forest dependent communities in Western Ghana, West Africa

2017 - 2019 — **Library School | MLIS** ♀ **University of British Columbia**

Specialization in data services. Took courses in Information Systems, Database Design, Python Programming, Data Analytics and Visualization, Metadata

2015 - 2016 — **Graduate School | ∅ MA Political Science** ♀ **Memorial University, NL**

Concentration in public policy with focus on First Nations politics and rights issues

EXPERIENCE

Aug - Nov 2019 — **Teaching Assistant | Dep't of Forest Resource Management** ♀ **UBC**
- Answered students inquiries about coursework via Canvas LMS
- Graded and provided constructive feedback for term exams
- Invigilated and oversaw orderly conduct of examinations
- Counselled struggling students and suggested various resources to consult.
- Collaborated with UBC Writing Center to provide support to international students

Jan - May, 2015 — **Graduate Research Assistant | Dep't of Political Science** ♀ **MUN**
- Collected and collated data to support research on nationalism
- Delivered tutorial on introductory STATA software for political research
- Graded term exams and provided constructive feedback to students
- Invigilated and oversaw orderly conduct of exams
- Consulted lecturer about student concerns such as accessibility

Jun 2017 — **Praticum Student | Surrey Public Library** ♀ **Surrey Library System**
- Collated web data to support development of an employee training resource
- Used observation and questioning to learn about conduct of library operations
- Provided support in organizing storytelling program for child patrons

Jan -,2016 — **Digital Media Technician | Queen Elizabeth Library** ♀ **Memorial University**
- Provided support to student patrons in scanning documents
- Troubleshot scanning and photocopy machines for common issues
- Operated digital camera to service formal and informal needs of student patrons
- Changed ink in photocopiers and replaced or restocked printing papers

2009 - 2011 — **Records Technician | City Agency** ♀ **Towns and Country Planning, Ghana**
- Used Capture One software to scan paper maps for digital storage
- Operated Zeutschel scanners for digitizing paper maps
- Ensured careful handling of fragil map records during scanning
- Troubleshot basic scanning machine or PC issues

Languages

Language	Proficiency
English	●●●●●●
French	●●●●○○
Twi	●●●●●●
Yoruba	●●●●●○

Interests & Activities

Writing, Reading | Novels and Poetry |
Taking MOOC Courses | Lifelong Learning
Volunteering