

CURRICULUM VITAE

Mr. SUMAILA DUGHAN

Contact & Detailed Address:

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Address: Kofi Annan Street

Location: Accra.

EDUCATION

Training Institute: IPMC (Web Development)

Session: 2020-2021

I.T Training school

Training Institute: IPMC (Graphic Design)

Session: 2018-2019

I.T Training school

High school: St. Augustine's College

Session: 2014-2017

Certificate: **WASSCE**

Basic school: Happy Home Educational Complex

Session: 2012-2014

Certificate: **B.E.C.E**

OBJECTIVE

Highly self-motivated and results driven. I want to be part of your success by offering high motivation, responsibility, quality work and keeping deadlines. I am fast and effective as well.

ACHIEVEMENTS AND SKILLS

Information Technology (I.T)

Graphic Designer (using Corel draw, Adobe Photoshop cc, Adobe InDesign, Adobe Illustrator, Autodesk Maya, Adobe XD).

Efficient in designing:

CURRICULUM VITAE

Flyers

Logo's

Letterheads

Posters

UI designs

Book covers

Illustration and Vector arts

And many more...

Secretariat Works: Experienced in Microsoft Office applications (MS Word, MS PowerPoint, MS Excel, MS Access for database)

Efficient in:

Secretarial Works

Typing

Presentations

Calculating in Excels

Front-End Web Developer and UI Designer (HTML 5, CSS3, A little JavaScript).

Efficient in:

Creating UX designs

Web pages for websites

Database Administrator (SQL and MySQL and Php).

Efficient in:

Storing data

Creating databases

Manipulating databases

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GENERAL SKILLS

Good communicator

Ability to write and speak fluently

Ability to learn new skills in short range

WORK EXPERIENCE

Evelyn's Secretariat (2019 – 2020)

- Worked as the Manager and Shop Keeper
- Responsible for printing, typing, designing.

Vision47 Print (2020 – 2021)

- Worked as the Manager and Shop Keeper
- Responsible for printing, typing, designing.

Nyaho Medical Centre (2021)

- Worked as a graphic designer
- Also worked as a front-end developer as internship

INTERESTS

Coding and Programming

Aviation and Flying

Pencil and Vector Arts

Traveling and Tourism

LANGUAGE PROFICIENCY

English, Fante

Referees

Mr. Kwesi Kyei

Vision47 Print

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