

PERSONAL BACKGROUND

Name: Tryphena Cudjoe Abokumah
Date of Birth: 21st June, 2003
Nationality: Ghanaian
Religion: Christian
Languages Spoken: English, Twi, Ga and Fanti

PROFILE.

Dynamic and results-driven professional with a solid background in learning and evaluation within the international development sector. Aiming to contribute expertise in creative storytelling, data analysis, and project coordination to impactful initiatives. I am a goal-driven and diligent Marketing major currently pursuing my studies in Marketing at the esteemed University of Ghana-Legon. My enthusiasm lies in embracing and excelling in demanding roles within your industry. I am eager to continuously enhance my skills while integrating innovative strategies to enhance the operational efficiency and overall effectiveness of the organization.

EDUCATIONAL BACKGROUND

- Business Studies, Labone Senior High School ***2018 - 2021***
- Business Administration, University of Ghana-Legon ***2021 - Current***

CERTIFICATION

- Project management
- Digital Trade and Global Internet Governance
- Registrant Basic Essentials for Domain Name Holder
- Cyber security Basics
- DNS Fundamentals
- Policy development Fundamentals

PERSONAL SKILLS AND EXPERIENCE

- Strong team player
- Good human relation and Interpersonal skill
- A very strong Lobby and Negotiating skill
- Microsoft skills (Word, Excel, Power Point, Internet Browsing& graphic design)
- Good Time Management Skills
- Strong Mathematical skills
- Excellent verbal and written communication skills
- Email Friendly
- Proficiency in Canva
- Proficiency in HTML code

EXPERIENCE

- Blog Writer - 2022- 2024
 1. Research facts to include in each blog post
 2. Keep up with trends in the educational ecosystem
 3. Consistently updating the blog page of the website with new posts

- Social Media Manager (Inovtech STEM Center) 2023 – 2024)
 1. Create compelling graphics,images and videos to communicate the brand of the company
 2. Extensive research to keep up with trends
 3. Consistently posting on all social media platforms; Instagram, LinkedIn, Facebook and Twitter
 4. Analysing the performance of our previous posts.

- Game narrative writer and designer (Leti Arts) 2022-Current

- Volunteer
Girls In Animation

REFERENCES UPON REQUEST