

EMMANUEL ADDISU

BUSINESS ADMINISTRATION AND INFORMATION TECHNOLOGY

OBJECTIVE

A motivated and dedicated Business Administration and Information Technology 4th year student with a passion for leveraging technology to drive business growth. Seeking opportunities to apply theoretical knowledge in practical settings to contribute to organizational success.

EXPERIENCE

BUSINESS ADMINISTRATION AND INFORMATION TECHNOLOGY

**Intern, Addis International Bank, Addis Ababa, Ethiopia
2023**

- Assisted in troubleshooting hardware and software issues for employees
- Supported the implementation of new software applications
- Participated in team meetings to discuss IT projects and initiatives
- Database administration and website design
- Built the logic for a streamlined ad-serving platform that scaled
- Educational institutions and online classroom management
- Assisted customers, resolved issues, and streamlined processes.
- Handled transactions accurately and efficiently.
- Supported scheduling, file organization, and communication.
- Volunteer Experience.
- Event Planning Volunteer.
- Assisted in planning and executing events.
- Contributed to marketing efforts and provided on-site support

 09 47 08 30 42

 emmanueladdisu00@gmail.com

 Addis Ababa, Ethiopia

EDUCATION

ADDIS ABABA UNIVERSITY

4th Year Student. in Business
Administration
2021-2024

SKILLS

- Proficient in Microsoft Office Suite (Word, Excel, PowerPoint)
- Knowledgeable in programming languages such as Python, Java, and SQL
- Familiarity with database management systems (e.g., MySQL, Oracle)
- Understanding of business processes and management principles
- Strong analytical and problem-solving skills
- Excellent communication and teamwork abilities