

HENRY AGYEMANG

KUMASI, ASHANTI- GHANA

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CAREER OBJECTIVE

A dependable, diligent, and self-driven individual looking for a challenging position with a company where I can put my abilities to use and contribute as a team member to achieving organizational objectives and being effective.

SKILLS AND COMPETENCE

- A great team player that works well with little or no supervision
- Customer service professional
- Strong sense of responsibility and rapid adaptability
- Superb communication abilities
- The capacity to influence others' experiences.

WORK EXPERIENCE

- Financial Administrator (*Trinity Vie Community School*) (*July 2019- Jan 2020*)
 - Offered excellent and reliable fee collection services.
 - Supported depositing funds into the proper accounts.
 - Processed transactions accurately and quickly for clients.
 - Checked both the cash and the check to make sure the value and the amount match
 - Delivered clients with top-notch customer service.

EDUCATIONAL QUALIFICATIONS OBTAINED

- Kumasi (*Intern*) (*Oct 2022- Dec 2022*)
 - Hardware Programming
 - Web Development
 - Game Development
- Corporate Finance Institute (*July 2022- October 2022*)
 - Financial Modelling and Valuation Analyst certification
- Kwame Nkrumah University of Science and Technology (*Jan 2020 – Sept 2024*)
 - BSc. Computer Engineering degree

OTHER RELEVANT SKILLS

- Microsoft Office
- Python
- Django
- SASS
- JavaScript
- MySQL
- Git