

PORTIA YEBOAH

Personal Information

C/P. MISS PORTIA YEBOAH POST 33,SP

ADDRESS: SALTPOND ANKAFUL STREET,MFANTSEMAN DISTRICT.

PHONE: (+233) 240540474

E-MAIL: portiayeboah2019@gmail.com



CURRICULUM VITAE

OBJECTIVES/SUMMARY

Portia Yeboah is an enthusiastic and dynamic team player who seeks to pursue a career with a team of individuals and with the ultimate goal of meeting organizational aims, objectives, achieving personal job satisfaction and to secure a position in a well-established organization through continuous study.

EDUCATIONAL BACKGROUND

Takoradi Technical University

Takoradi, Western Region, Ghana

HIGHER NATIONAL DIPLOMA

January, 2021 – Date, Relevant Courses: Programming Using C++, Java,VB.Net and PHP, Web Technology , Software Engineering, etc

Methodist Senior High School

Central –Saltpond

Home Economics: Elective Biology, General knowledge in Art, Food and Nutrition **September, 2015–May, 2018.**

Mfantseman M/A Basic School,
Central Region, Ghana June, 2014
September, 2013 - June ,2015

WORK EXPERIENCE

Industrial Attachment

Organization: Justix Network and Technical Service

Department: Networking **Date:** August, 2021- September , 2021.

Organization: StarPrime Multimedia

Department: Secretarial Service **Date:** July 2018 - ,2020.

Responsibilities

- Terminating of RJ45 Cables
- Position CCTV cameras
- Terminating of Keystone (Punching)
- Participate in measuring quality of work to be done and its cost.
- Participate in general maintenance

OTHER SKILLS

- Proficiency and advance in Microsoft suite (word, excel, PowerPoint) knowledge.
- Proficiency in Microsoft project.
- Proficiency in HTML CSS and JavaScript.
- Basic Knowledge in C++ , Java , Vb.Net and PHP Excellent communication skills (both written and verbal).
- Proficiency in English Language speaking, Twi, Fante.

INTERESTS

Watching of documentaries in my field of works, engaging in community service, young counsellor, playing of musical instruments (drums), Guitar and listening to music. I also enjoy playing basketball as I've built up a career for myself in such field.

PERSONAL ACHIEVEMENT

- Young Baller of the Regionals Inter-games 2017 Ghana Basketball League
- Second place Merdal for Colleges Basketball 2022
- Overall best Player Interhouses Basketball League

REFEREES

Mr.Patrick Engan
CEO: Starprime Multimedia
Saltpond, Ghana.
Tel: 0249563605

Rev.Justice Abbeku Aggrey
Pastor In charge of AME Zion church Lartey
Teacher: Ola Training
Tel : 0 244425176

