

# Uriah Tehoda

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## **Career Objectives**

Seeking a position at a well-established organization where my educational background, skills, and experience can be utilized to contribute positively to the organization.

## **Education**

- ❖ BSc. Information System      Regent University College      Nov.'17  
Sciences of Science and Technology

Courses:

- Object-Oriented Programming
- Introduction to Linux
- Internet Programming
- Programming with Visual Basic.Net
- Database Systems Management
- Object-Oriented Analysis and Design

- ❖ Pc Technician      NIIT, Accra Ghana      Jan.'09

Courses:

- Introduction to Networking
- Computer Security
- Computer Hardware
- Operating Systems

## **Technical Skills**

|                           |   |
|---------------------------|---|
| <b>Languages:</b>         | HTML5/CSS3, PHP, CMS                          |
| <b>Operating Systems:</b> | Windows, Linux, Mac                           |
| <b>Applications:</b>      | PHPStorm, Adobe Dreamweaver, Microsoft Office |
| <b>Database Systems:</b>  | phpMyAdmin, MySQL, Microsoft Access           |

## **Work Experience**

**fjorge Digital / Devsquad Enterprise**      Feb.'22 – Present  
fjorge Digital strives to uncomplicate the world of technology by solving business challenges with custom web-based solutions.

Managed Service Developer: Duties included managing and maintaining clients' websites by updating features. Resolving and sorting out clients' issues on their websites.

**AO Holdings Synergy Centre**      Jun.'21 – Feb.'22  
AO Holdings Limited (AO Holdings) is driving digital transformation with a golden forest of operational support services to enable entities in Ghana, Africa, and beyond to achieve more.

Application Development Executive: Duties included developing websites and web applications for company clients, managing and monitoring company clients' websites for update and maintenance.

**Anjef International School**

Sept.'19 – Mar.'21

Anjef offers modern education with an emphasis on practical training and academic excellence. We offer a variety of courses and our students have the option of graduating with WASSCE or A-Level.

I. T Admin / ICT Tutor: My primary duties were to facilitate and guide learners on Information and Communication Technology, I facilitated from Grade 1 through to Grade 7. I was also tasked with the responsibility of managing the school website and management system (SMS), making sure all systems and databases were up to date, creating and managing all school social media handles, making sure all computers are running smoothly with needed applications tools installed, monitoring the school network structure and internet access. Designing school related projects to meet modern standards.

**Africa Internship Academy**

Jan.'18 – Apr.'19

The Africa Internship Academy (AIA) is a youth employment accelerator, which connects Africa's young talents through Internships and mentorships.

Web Developer / Creative Associate: Duties included developing and managing company websites to meet modern standards, I developed and managed a web application to handle the intake of new Cohorts (Interns), I was the monitoring and evaluation expert making sure the company databases were up to date.

**Amex Pharmacy Limited**

Jun.'08 – Nov.'16

Amex Pharmaceuticals Limited, importers, wholesalers and retailers of pharmaceutical products: drug and non-drug products.

Office Assistant: Duties included typing of letters, making computer-aided Pro- forma invoices and waybills, checking the company email and printing same, scanning documents to be sent to principals abroad and downloading relevant company documents. Visit hospitals for taking and delivery of orders, pick and bank cheques and represent the company at Tender openings. Trained new secretaries in some application program operations such as Microsoft Office, Corel PhotoPaint, Adobe Acrobat Reader, etc.

**Saham Life Insurance**

Oct.'15 – Feb.'16

Sales Representative: Duties included selling company policies to potential clients.

**Non-Formal Education Division**

Sept.'14 – Aug.'15

National Service Scheme, Non-Formal Education Division (NFED), Nkwanta North (Volta)

Facilitator: Duties included teaching adults the fundamentals of the English Language and how to do basic mathematical calculations, facilitate and guide learners on how to read and write.

**Personal**

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- Good Communication Skills.
- Ready to take responsibility.
- Quick Learner and Good Interpersonal Relationships.

**Referees**

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