

Desmond Selase Aggor

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Summary

Skilled Administrator highly effective at motivating teams and streamlining operations. Analytical problem solver and persuasive communicator with a talent for thinking outside the box for creative solutions.

Broadcast Journalist, collect, write, and present program, news content or stories on radio and television. Collaborate with editors, anchors, producers, technical teams, and other crew members to develop and broadcast program related to current event, reports, entertainment, sports, science and technology, and various fields. Interview people, collect and edit materials, including videos, pictures or audio.

Skills & Abilities

- Creative thinking and time management
- Effective writing
- System updates
- MS Office
- Communications
- Team management
- Team building
- C++ Coding

Experience

Administrator, Sound Loud Ghana
Ho, Volta Region.

Jan 2020 – I currently work here

- Elevated productivity initiatives by managing client and international executive calendars, including coordinating itinerary, scheduling appointments and managing both internal and external communications.
- Guided employees through routine and complex administrative situations with decisive but motivational approach.
- Developed program to promote new managers from within, building and maintaining cohesive leadership structure.
- Organized brand awareness through Seminars for young entrepreneurs.
- Organized Seminars to train students on using Social Media to Effectively Market and Promote Business Online
- Developed and implemented new strategies and policies in collaboration with executive partners to establish and achieve long-term business objectives, providing company

with strong and sustainable organizational leadership.

- Cultivating and equipping young businessmen and women with skills aimed at benefiting and developing aspiring businessmen and women and exercising academic learnt skills with emphases on good business ethics, and calculated business decisions while maximizing profit.
- Educating students in the many aspects of entrepreneurship

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Broadcast Journalist Intern, Citi FM and TV (CitiNews)
[Volta Regional Correspondent, Intern]

Feb 2019 – I currently work here

- Collected data from various sources to determine facts and opinions and fashioned into cohesive story for television or radio broadcast.
- Delivered local news and feature reports in public radio style for developmental and political news programs.
- Disseminated news content through social media for better engagement with audiences and faster reporting.
- Deployed to news events locales to provide on-the-ground broadcast solutions and news coverage.
- Fact-checked breaking news headlines by performing background research, contacting experts or witnesses and conferring with lawyers to comply with legal boundaries for sensitive stories.
- Devoted special emphasis to punctuality and worked to maintain outstanding attendance record, consistently arriving to work ready to start immediately.
- Maintained excellent attendance record, consistently arriving to work on time.
- Handled all delegated tasks, including Reporting and Editing.

IT Executive and Team Member, Sey Global

Ho, Volta Region

Aug 2017 – I currently work here

- Identified issues and resolved problems with hardware and software to increase end-user experience.
- Facilitated leadership to community and internal staff by conducting technology trainings and workshops.
- Attended ongoing seminars, workshops and continuing education courses to remain current in emerging technology and advancements.
- Monitored social media and online sources for industry trends.
- Supported IT application development, application support,

system integration and system administration projects.

- Trained new employees on IT and MS office to support team efficiency.

Education

Ghana Technology University – Ho Branch – BSC
Information Technology (Class of 2023)

- Use a computer to gather and analyze data for distribution to the research team
- Computer-Assisted Research
- Organizing Research Data for Comprehensive Reports
- Analyzing Case Law
- Working with Research Teams
- Presenting Research Data

Institute of Commercial Management – Bournemouth,
UK – Professional Diploma in Journalism and Media
Studies (Class of 2019)

Bishop Herman College - Kpando, Ghana – West African Senior
Secondary Certificate Examination (Class of 2015)

Communication

Delivered a talk to tertiary students in Volta Region on the
Effective Ways to Use Social Media In Marketing Business on
the SMASH Volta Chapter on Telegram

I am the founder and CEO of Sound Loud Ghana where we
train young ones to be independent and It is aimed at
benefiting and developing aspiring businessmen and women as
it will act as a platform for applying and exercising academic
learnt skills.

Certifications

Google Digital Skills For Africa – The Fundamentals of Digital
Marketing

References

Benjamin Aklama

Volta Regional Correspondent, CitiNews

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Morning Show Host, Tosh FM and Lecturer, EP University
College, Ho

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