**Emmanuel A. Emele-Ralph**

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**Professional Summary ––––––––––––––––––––––––––––––––––––––––––––––––––––––––**

Highly skilled writer with a passion for delivering exceptional content. With a relative focus on academic work but also versatile in crafting engaging materials for various writing needs. Extensive experience in researching and producing scholarly works across diverse subjects. Committed to upholding integrity and providing insightful and well referenced materials. Adept at communicating complex ideas in a clear and concise manner.

**Education –––––––––––––––––––––––––––––––––––––––––––––––––––––––––––––––––––**

**Bachelor of Science (B.S.), Economics**

University of Ibadan, Ibadan, Nigeria.

* Cumulative GPA: 3.15/4.00
* Relevant Coursework Done: Microeconomics, Macroeconomics, Public Economics, Econometrics, Deposit Insurance, Logic and Critical Thinking, Econometrics, Research Methodology, Project Analysis, Economics of Human Resources

**Qualification Student**

Association of Chartered Certified Accountants (ACCA), British Council.

● Relevant Coursework Done: Business and Technology

**Technical Skills –––––––––––––––––––––––––––––––––––––––––––––––––––––––––––––**

* **Computing:** Microsoft Office, Google Workspace, WordPress, Power BI, IBM SPSS, Minitab
* **Professional:** Project Management, Data Analytics, Problem Solving, Critical Thinking, Creativity, Research, Writing Proficiency, Adaptability,
* **Languages:** English (fluent),Igbo (fluent), French (elementary proficiency)

**Experience –––––––––––––––––––––––––––––––––––––––––––––––––––––––––––––––––––**

**Content Writer April 2023 – June 2023**

Pescademy by AquaOrg

* Created engaging content and articles relating to Aquaculture and it’s practices in Nigeria

**Operations & HR Analyst April 2022 - October 2022**

**Operations Analyst January 2022 – April 2022**

**Finance and Operations Intern September 2021 – December 2021**

Dascharis Consult, Nigeria.

* Performed tasks like project Management including administrative work for organizational structure like Onboarding, Monitoring Service Delivery, Budget Relations, Marketing and Costs/Overheads and Preparation for Proposals Presentations

**Learning & Development Intern March 2022 – May 2022**

Digitally Smart, London, U.K.

* Aided the Learning and Development team in content creation for digital courses through academic writing

**Tutor (Part time)** **September 2017 – March 2019**

Remmon Home Academy, Lagos, Nigeria

* Taught Mathematics, Science and all relevant coursework at Elementary Level
* Assisted a small team of Tutors with day to day activities

**VOLUNTEERING & ACTIVITIES ––––––––––––––––––––––––––––––––––––––––––––––––––––––––––––**

* **Project Manager - Thrift Attic (@thriiftattic)**
* **Side Hustle Internship**

A 6-week training in Data Analytics & Python

* **DSN - Data Scientists Network (Data Science Nigeria) AI+ Member**

To learn and maximize opportunities that Artificial Intelligence presents for my capacity building and the collective socio-economic development in Nigeria

* **International Model UN – Campus Ambassador – Internship**

A 5-week Internship which offered on-the-job training in MUN basics, Social Media Marketing, Sales and Organizational development

* Intercity Campus Ambassador – T40 Technologies
* AX Hub Campus Ambassador
* **UNLEASH March 2022: Project Manager**

Leads a team of 5 that organizes a quarterly entrepreneurial training powered by Dascharis Consult.

* African Youth Impact Network: Volunteer 2022
* Behind Every Smile Foundation: Volunteer 2021
* Foursquare Student's Fellowship: Independence Hall Leader 2018 -2019

 **AWARDS & HONORS––––––––––––––––––––––––––––––––––––––––––––––––––––––––––––––––––––**

* Staff of the Month: Dascharis Consult January 2022
* Deans Award for Academic Excellence 2018
* Mathematics Award (Secondary school) 2011 & 2013