

CHARIS JOSHUA DEBRAH(PMP)

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PERSONAL OBJECTIVES

I am an altruistic individual who desires to contribute my knowledge and flair to the development of the corporate goal in a body-corporate that creates a platform for good initiatives and self-driven acts. In addition gain knowledge to better my analytical competence and decision making abilities in both domestic and global perspectives.

PERSONAL INFORMATION

Date of Birth: 13th June 1990

Citizenship : Ghanaian

EDUCATIONAL BACKGROUND

2018-2019 **PROJECT MANAGEMENT FOR DEVELOPMENT
MASTER CERTIFIED DEVELOPMENT PROJECT MANAGER
INSTITUTE OF PROJECT MANAGEMENT PROFESSIONALS**

2009 - 2013 **BACHELOR OF ARTS (POLITICAL SCIENCE)
SECOND CLASS (UPPER DIVISION)
UNIVERSITY OF GHANA**

2005 - 2008 **WEST AFRICA EXAMINATION COUNCIL
KUMASI ANGLICAN SENIOR HIGH SCHOOL**

WORK EXPERIENCE

2019-DATE: **CHIEF EXECUTIVE OFFICER
UPSTART RESOURCES CONSULT**

DUTIES:

- Represent a number of Private Equity Investors seeking to invest in viable business opportunities in Africa.
- Business development consulting services for private business entities.

2014-DATE: **CO-FOUNDER
ADEPASHOES GHANA LIMITED**

DUTIES:

- Built an award winning wholly owned Ghanaian bespoke shoes manufacturing company that has serviced clients from all over the world.
- In the process of securing series B funding that would help scale up the activities of the company.

2015-2017

**DIGITAL AND TRADE FACILITATION SPECIALIST
WORLD TRADE CENTRE ACCRA**

DUTIES (ABRIDGED):

- Responsible for arranging business match making activities for WTC Accra members and potential foreign business partners.
- Established WTC Accra's digital foot print on the internet particularly social media platforms.

09.2014 – 2015

**NATIONAL SERVICE
WORLD TRADE CENTRE ACCRA**

DUTIES:

- Manage support services and provides crucial assistance to customers during events.
- Market events package to potential clients .
- Assist with end user system updates and monitoring Including spyware removal and testing virus checking, ensuring backup of data files.
- Drafting up content for quarterly newsletters.
- Manage WTC Accra social media handles ie facebook, twitter and instagram.
- Prepare draft delegates profiles for trade missions brochures.
- Update WTC Accra digital platform.
- Take potential clients around the Convention Centre whiles discussing their venue options with them.
- Handle general inquiries about WTC Accra and services offered.
- General administrative duties eg. sourcing proforma invoices, stock control etc.
- Manage the I.T and communication infrastructure in the virtual offices.

07.2012 – 09.2012

**INTERNSHIP
HIGH COURT OF JUSTICE
ACCRA GHANA**

DUTIES:

- Registered new cases at the court.
- Prepared court antecedents.
- Served as personal assistant to the High Court Justice.
- Prepared case dockets.
- General administrative duties.

07.2010 – 09.2010

INTERNSHIP

MEDIA MARKETING CONSULTANTS LIMITED (MMCL) ACCRA

DUTIES:

- Setting up peripherals such as printers or routers, repairing equipment, and providing daily support for computer network user.
- Provide user level training on daily applications used, including but not limited to: MS Word, MS Outlook, Adobe Acrobat.
- Assist with end user system updates and monitoring Including: spyware removal and testing virus checking, ensuring backup of data files.

SKILLS AND ABILITIES

- Good writing and editing skills.
- Excellent interpersonal and communication skills.
- Easy adaptation to all forms of working environment.
- Good team builder and player.
- Attentive to details.
- Ability to work under little or no supervision.
- Excellent audio-visual manning.
- Speaker Pechakucha Accra
- Self-driven

AWARDS

- MALE ENTREPRENEUR OF THE YEAR, 2017 (WINNER) –YOUNG ENTREPRENEURS AWARDS
- BRAND OF THE YEAR, 2019(WINNER) – EMY AWARDS AFRICA
- FASHION DESIGNER OF THE YEAR, 2018 (NOMINATED) - EMY AWARDS
- FASHION ACCESSORIES DESIGNER OF THE YEAR , 2018 (NOMINATED)- GLITZ AFRICA FASHION AWARDS

REFEREES

To be provided upon request