



Angela Bani

Student Researcher

Contact

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Address

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Skills

Multitask

Time management

Team player

Computer skills

Critical thinking

Adobe Creative Cloud

Microsoft Office

References

Emile Laban

Finance Manager

+678 33220

Gwendoline Kalsev

Procurement Officer

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About Me

I am currently working as a student researcher for the UNDP accelerator lab. I am a workaholic with a passion for creative content.

Educational

July 2017 — July 2021

The University of the South Pacific

Completed Bachelor of Science with GPA of 2.93.

February 2016 — November 2016

Central School

Graduated as the dux of the year.

February 2015 — November 2015

Central School

Graduated as the dux of the year.

Employment History

December 2019–February 2020

Intern at Ministry of Agriculture, Livestock, Fisheries, Forestry and Biosecurity

I worked with both the Corporate Service Unit and the Project Management Unit, doing filing work and assisting the secretary as well. I also helped input data into excel, sat in a few meetings and ran errands for the financial officer.

December 2018– January 2019

Assistant secretary at Ministry of Agriculture, Livestock, Fisheries, Forestry and Biosecurity

I managed emails and phone calls and arranged meetings with the DG. I also ran errands to and from other sectors, filed the manager's workloads, and also learned photocopying and printing jobs.

Courses

December 2021–Present

92 learns

- Adobe Illustrator Mega Course
- Adobe Photoshop Mega Course
- Adobe After Effects Motion Graphic Beast
- Adobe XD Mega Course– User Experience Design

February 2021–Present

Udemy

- Adobe Premiere Pro CC Masterclass: Video Editing in Premiere
- Cinematography Masterclass: The Complete Videography guide