

Lartey-Mensah Elizabeth

REFERENCE

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Ghana Airport Company Limited, GACL
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Elizabeth Lartey-Mensah (My Details)
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EXECUTIVE SUMMARY

Energetic and service oriented, motivated leader with strong organizational and prioritization abilities. Areas of expertise include; Supervision, Business management and Marketing. Core competencies include excellent communication and time management skills. Handle tasks with accuracy and efficiency. Also have the ability to accept criticism and work well under pressure

SKILLS

- Writing
- Customer and personal service
- Administration and management
- Coordination
- Monitoring
- Telecommunication
- Design and Illustration

WORK EXPERIENCE

Ghana Airport Company Limited - Aviation Security & Customer Service (2023-2024)

- Collaborated with other security personnel to maintain airport security protocols.
- Ensured the safety and security of airport passengers and staff.
- Conducted security screenings of passengers and luggage's
- Provided assistance to people who were checking-in, making reservations, rebooking flights, and checking in baggage.

Poqua Poqu – Fashion design intern (2020-2022)

- Translated concepts into detailed sketches and prototypes, ensuring accurate representation of design ideas
- Quality assurance after garments are sewn to ensure there are no threads, masking tapes, or unseeded fabrics
- Collaborated with the design team to create and develop new fashion concepts

EddieMaud Enterprise – Factory Supervisor (2016-2020)

- Supervision of bank branch
- Collecting and collating client data
- Customer relations
- Scheduled meetings and handled correspondence
- Filed and retrieved corporate records, documents and reports

EDUCATION

Bachelor of Arts in Fashion Design
KNUST (Degree)
2019-2023

Wassce- Visual Arts
Ofori Panin Senior High School
2016-2019

