Biruk Belete Asfaw

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Professional summary

Youth development and field programme professional who coordinates community-based youth activities with government bureaus, civil society organisations and training providers. At Amref Health Africa, runs a youth centre that has directly served 970+ youth, including young women, youth with disabilities and internally displaced youth, with routine monitoring and reporting to partners. Holds an MBA and a BSc in Computer Science, with over five years of data, systems and records experience.

Skills

- **Programme delivery:** youth skills training and coaching, employer and stakeholder engagement, social enterprise set-up, weekly and monthly reporting, success stories
- **IT and systems:** network and server administration, Google Workspace, Microsoft 365, Azure, Microsoft Exchange, SharePoint, Windows Server, SQL Server, Oracle, MySQL
- **Data and reporting:** Microsoft Power BI, SPSS
- **Web and software:** HTML, CSS, JavaScript, Java, Bootstrap, WordPress, PHP (CodeIgniter), ASP.NET
- **Business systems:** IDS Next, Peachtree Accounting, SAP
- **Digital marketing:** campaign planning and analysis, Google Analytics, Google Ads
- **Leadership:** team leadership, strategic planning, communication
- **Field and project support:** field coordination, participant mobilisation, training and event organisation, attendance and record keeping, data collection, report writing, Microsoft 365

Experience

Instant Network School Coach (DIY Coach), Amref Health Africa in Ethiopia | Apr 2025 – Present

- Built a digital youth hub from a basic library into a working tech centre that has directly served 970+ youth.
- Trained 500+ youth in web development, graphic design, video editing and basic computing.
- Supported 85+ youth to access Safaricom Talent Cloud scholarships (Gebeya, O'Reilly); the first cohort of 45 scholars kept 100% retention.
- Linked 150+ youth to internships and jobs through employer mapping and stakeholder engagement.
- Led the set-up of a pastry and bakery social enterprise, covering site clearance, construction and resource mobilisation, and supported youth-led enterprise and SACCO financing linkages.
- Coordinated with government bureaus (Labour and Skills, Women and Youth Affairs), CSOs and private training providers; in October 2026 oriented the fifth batch of Foundational Skills training for 37 job-seeker youth (36 female, 1 male).
- Collected and organized registration and progress records, and reported weekly and monthly to partners with dashboards and documented success stories.
- Promoted inclusive participation of young women, youth with disabilities and internally displaced youth, and began registering IDP youth.
- Took part in youth awareness-raising on sexual and reproductive health (SRH) with an SRH nurse at the Atse Zereyakob Youth Center.

Information Technology Technical Consultant (part-time), Resilience Learning Activity | Apr 24 – Jan 25

- Oversaw network infrastructure, server administration and cloud solutions (Google Workspace, Microsoft 365, Azure), keeping systems secure, compliant and performing well through troubleshooting and technical support.
- Supported IT procurement and administered websites, Google Groups and collaboration platforms within project requirements and budget.

Digital Marketing Officer / System Administrator, Infra Group PLC | Dec 2023 – Apr 2025

- Managed IT infrastructure, including networks and IT support, and delivered projects such as the INFRA Industries and Financials websites, Microsoft Exchange installation and SharePoint development.
- Led digital marketing across multiple channels, analysing campaign performance to improve brand awareness.

System Administration and Support Officer, Breakthrough Trading S.C. | Jul 2022 – Present

- Provided day-to-day desktop and technical support and planned periodic preventive maintenance.
- Supported system administration for multi-level marketing systems, and helped build the Alpha CFS customer web application (see Projects).

IT and Digital Marketing Officer, Entoto Beth Artisan Plc. | Aug 2021 – Jul 2022

- Administered IDS Next and Windows Server 2019, and reviewed and coordinated IT purchases to keep workstations properly integrated.
- Created and managed digital campaigns and followed up on customer reviews to drive sales.

Network Technician, Extensible Technologies Plc. | Aug 2021 – Nov 2021

- Deployed, configured and maintained ICT systems and devices.

Community Facilitator Intern, Roots Ethiopia NGO | Jul 2019 – Sep 2019

- Maintained project data records with proper authorisation and supporting documents.
- Encoded project data and prepared reports with charts and a baseline summary.

Education

Master of Business Administration, CPU College, Addis Ababa | Feb 2024 | GPA 3.53/4.0

Bachelor of Science in Computer Science, Wachemo University, Hosaena | Jul 2019 | GPA 2.70/4.0

Certificates

- Freelancing and Remote Work Training (Konexio)
- Microsoft Power BI: The Complete Masterclass (O'Reilly)
- McKinsey Forward digital badge (McKinsey Academy)
- Google Analytics for Beginners (Google)
- Fundamentals of Digital Marketing (Google)
- Google Ads Measurement Certification (Coursera)
- JavaScript (Basic) Certificate (HackerRank)
- CCNA Networking Professional Training (Cisco Networking Academy)
- Information Technology Support Service, National Qualification Certificate

Projects

Alpha CFS, Breakthrough Trading S.C. | Sep 2022 – Feb 2023

- Helped build a web application for seamless online communication and interaction with customers.

Fikir School Management System | Jun 2022 – Aug 2023

- Built a school management system with HTML, CSS, JavaScript, object-oriented PHP (CodeIgniter) and MySQL.

References

Available on request.