FELICIA AMUZIE

ENTRY-LEVEL AI CONTENT EVALUATION | AI WRITING & PROMPT WRITING | TRANSCRIPTION | DATA ANNOTATION | IGBO–ENGLISH TRANSLATION

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PROFESSIONAL SUMMARY

Careful, reliable, and detail-oriented individual seeking entry-level remote AI contribution work. Brings experience in teaching and independent writing, with strong English comprehension and native Igbo language skills. Ready to learn platform-specific guidelines and contribute to quality-focused tasks with accuracy and consistency.

KEY SKILLS

- Quality evaluation: Reviewing text for clarity, relevance, consistency, and possible errors.
- AI writing and prompt writing: Creating clear written content and straightforward instructions for AI tools.
- Data accuracy and annotation: Careful handling, checking, labelling, and categorising information according to guidelines.
- English comprehension: Understanding written instructions and communicating information clearly.
- Transcription: Interested in producing accurate written records from audio.
- Igbo–English language tasks: Native Igbo speaker with English comprehension and communication skills.
- Remote work readiness: Organised, self-motivated, receptive to feedback, and committed to following instructions.

RELEVANT EXPERIENCE & STRENGTHS

Teaching and Educational Support — Experience explaining information to learners at different educational levels, organising learning materials, and communicating clearly.

Independent Writing and Content Creation — Experience developing written content and storytelling, with an interest in proofreading, improving clarity, and presenting information in an organised way.

Personal strengths include patience, attention to detail, consistency, willingness to learn, and responsible task completion.

EDUCATION & BACKGROUND

UNICAF — Computer Science (currently studying).

Queen's Comprehensive Secondary School, Onitsha, Anambra State — Secondary education, 2005–2011.

Languages — Igbo (native); English (comprehension and communication).

WORK APPROACH

Committed to accuracy, confidentiality, consistency, and following project instructions. Willing to learn new tools, apply feedback, and meet agreed deadlines in a remote working environment.