

Fatoumata Ndiaye

SENEGAL | fatoumata.nd01@gmail.com | +221781712353 | [Portfolio](#) | [Fatoumata Ndiaye](#) | [LinkedIn](#)

SUMMARY

- Aspiring Software Engineer with a solid educational background.
 - Proven ability to enhance productivity through effective management and support as a virtual assistant and former Sales Assistant.
 - Skilled in Microsoft Office, G-Suite, Canva, email and calendar management, and public speaking.
 - Strong communication skills, capable of forming working relationships quickly with a wide range of people.
 - Ambitious and enthusiastic, with a mature approach to life.
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EDUCATIONAL BACKGROUND

AFRICAN LEADERSHIP UNIVERSITY

Bachelor's Degree in Software Engineering

Kigali, RW

Oct 2022

AMADOU MAHTAR MBOW

School of Economics and Management

Senegal, Dakar

Dec 2023

LYCEE D'EXCELLENCE MARIAMA BA

Social and Human Sciences - Junior High School Exit & High School Diploma

Senegal, Dakar

2015 - 2022

EXPÉRIENCE PROFESSIONNELLE

AGETIP – Dakar, SN

July 2025 - Nov. 2025

Application Developer Intern

- Gained experience in hardware troubleshooting, server maintenance, and network maintenance.
- Collaborated with the team to integrate new features into ongoing projects, following Agile methodologies.
- Supported the implementation of security measures and database management practices.
- Recorded and tracked all incidents using a structured incident log, ensuring accurate and up-to-date documentation.
- Processed payments for invoices from Sonatel in collaboration with AGETIP, ensuring timely and accurate financial transactions.

Sonatel – Dakar, SN

April 2025 – July 2025

Application Developer Intern

- Developed DEXA, an application automating routine tasks within the cybersecurity department.
- Designed scripts and tools to optimize internal workflows and reduce manual errors.
- Contributed to data management processes, including secure handling of sensitive information.
- Participated in cross-functional team meetings to propose improvements to existing systems and software solutions.
- Documented development processes and created user guides for the application.

Lighthouse Virtual Assistant – Remote

Mar 2024 – Aug 2024

Virtual Assistant

- Managed calendars and appointments, helping executives save time and avoid scheduling conflicts.
- Organized emails efficiently to maintain smooth communication with clients and team members.
- Assisted with basic project management tasks and documentation.

PROJETS UNIVERSITAIRES COLLABORATIFS

- Vitaro – Humanitarian mobile application for finding blood donors/life savers.
- Farm Connect – Agricultural platform to help farmers improve yields.
- Ndey'As Shop – Functional e-commerce store developed as a personal & team project.
- Book Swap – Mobile app promoting book exchanges among students.
- SheaNet – Platform supporting women in the shea butter sector in Ghana.

- Winner of an ALU pitch competition for a project raising awareness against early pregnancies.
- Currently developing SenePanda, an application aimed at boosting the local economy in Senegal.

ACTIVITÉS EXTRASCOLAIRES

Event Support Team Member – Franchise Event, Senegal

Dakar, Senegal

- Assisted in organizing a three-day franchise and entrepreneurship event, ensuring smooth operations and a positive experience for guests.
- Provided logistical and technical support to the team, coordinating activities and resolving issues on-site.
- Demonstrated strong interest in entrepreneurship and franchise management through active participation.
- **Summit Participant**
- Participated in high-level summits and conferences to observe innovative ideas and gain insights into industry trends.
- Collaborated with peers to analyze solutions and discuss potential applications in local projects.

Kigali, Rwanda

E-Lab Participant at African Leadership University

Kigali, Rwanda

- Demonstrated exemplary entrepreneurial spirit and innovation, being part of one of the top teams in the E-LAB program.
- Participated in the E-LAB pitching competition, showcasing outstanding business acumen and successfully pitching entrepreneurial ideas.
- Won the first prize, recognized for dedication, creativity, and commitment to excellence in entrepreneurship.

COMPÉTENCES

- Software Usage: PowerPoint, Word, Excel, G-Suite, Google Analytics, Zoom, Microsoft Suite Office, Canva.
- Email, Calendar & Social Media Management
- Public Speaking & Communication
- Social Entrepreneurship & Problem Solving
- Event Coordination & Content Creator
- Listening, Teamwork & Remote Work
- Application development
- Proactive & Time Management
- Adaptability & Continuous learning
- Travel Arrangements

CENTRES D'INTÉRÊT

- Research, Entrepreneurship, Culture Valorization
- Women's Empowerment, & Job Creation
- Education, Healthcare, & Mental Health
- Reading, Writing, Watching Movie, & Learning Languages
- Programming & Application development
- Technology & innovation
- Economics

LANGUES

English - Fluent

French - Fluent

Wolof - Native

German- Basic

CERTIFICATIONS

- ★ Sonatel Internship Certificate | 2025
- ★ Coursera: Flutter and Dart – Developing iOS, Android, and Mobile Apps | 2025
- ★ Coursera: Introduction to Academic Writing | 2025
- ★ ALX Virtual Assistant Training (ALX) | 2024
- ★ Certificate of Virtual Assistant Training Completion (LightHouse) | 2024
- ★ E-Lab Certificate of Achievement (ALU) | 2024
- ★ Attestation of Recognition for Restless Excellence and Continuous Learning - Mariama Ba | 2022
- ★ Voltaire Certificate, French Proficiency | 2022
- ★ GOETHE-ZERTIFIKAT A1 FIT IN DEUTSCH 1 | 2019