

Wendy Virra DEMANO DOUNANG

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SUMMARY

- Entry-level professional with a keen interest in graphic design and community management
- Experienced in running businesses selling beads during university
- Enthusiastic about marketing, communication, and sales, eager to contribute to a company's growth and success with creative skills and entrepreneurial spirit
- Experienced in educational support, creating and selling books and posters, to support student engagement and foster a positive learning environment.

EDUCATIONAL BACKGROUND

African Leadership University (ALU) – Kigali, Rwanda

September 2024 – Present

BA. Entrepreneurial Leadership

- *Relevant Coursework: Entrepreneurial Leadership; Business, Strategy, Investment, Entrepreneurship*

African Leadership Xcelerator (ALX) – Kigali, Rwanda

23rd September 2024 - 26th November 2024

Virtual Assistance Program graduate

- *Relevant Coursework: Google Workspace; AI tools; Travel planning, research and project management
Meeting management, data and expense tracking; Self-presentation*

PROFESSIONAL WORK EXPERIENCE

Founder

May 2024 - August 2024

Bindi Bookstore – Cameroon

- Founded Bindi Bookstore, designing the logo and managing content creation for the WhatsApp group and Instagram community.
- Designed and created four engaging books for children, each available in bilingual versions (English and French), showcasing innovative designs and captivating content to promote language learning and creativity.
- Demonstrated strong customer service skills and successfully sold 70 children's books in three Cameroonian towns (Bafoussam, Douala, Yaoundé) within three months.

Content Creator **October 2023 - Present**

LeadCamer – Cameroon

- Established LeadCamer, a WhatsApp channel highlighting influential Cameroonian leaders through daily motivational content and community engagement, growing membership to 200.
- Created the channel's brand identity and integrated interactive features to foster discussions and strengthen community involvement.

VOLUNTEER ACTIVITIES

Video editor and social media manager, African Leadership University **September 2024- Present**

- Created and edited engaging videos for YouTube challenges, optimizing titles and descriptions while managing the Instagram page to reach hundreds of views and promote the Think Factory's initiatives.

Graphic designer, African Leadership University

- Continuously design dynamic flyers for upcoming meetings and events for the ALU Francophone club, effectively capturing attention and promoting participation.

Event Volunteer | Agriculture and Business: The African Youth Edition 2024

November 2024

Kigali, Rwanda

- Assisted in organizing and managing event logistics for the Agriculture and Business: The African Youth Edition 2024.
- Provided exceptional guest services by ushering and ensuring smooth event flow.
- Supported merchandise sales and facilitated the distribution of event-related products.
- Contributed to the setup and installation of event spaces to ensure a seamless attendee experience

Protocol and Ushering Volunteer | TEDx ALU Rwanda

November 30, 2024

Kigali, Rwanda

- Assisted with guest reception and ensured a warm and welcoming atmosphere for all attendees.
- Managed ushering duties, guiding guests to their assigned seats and providing event information.

- Helped ensure timely event commencement and smooth transitions throughout the program.

Event Organization, Kigali Rwanda

- Volunteered for the Agriculture and business, The african youth edition 2024 and handle the ushering for guests, selling the event merch and

Protocol and Ushering, Kigali Rwanda

- Volunteered during the TedX ALU Rwanda

TECHNICAL SKILLS

- | | | |
|------------------|----------------------|---------------------------|
| • Graphic Design | • Virtual Assistance | • Social Media Management |
|------------------|----------------------|---------------------------|

SOFTWARES

- | | | |
|--------------------|-------------|--------------------|
| • Google Workspace | • Canva Pro | • Capcut Pro |
| • Photoshop | • Photopea | • Microsoft Design |

INTERESTS

- | | | |
|-----------------------|-------------------|------------------------------|
| • Business consulting | • Writing | • Tennis |
| • Entrepreneurship | • Public Speaking | • Personal development books |

LANGUAGES

- | | | |
|--------------------------|--------------------|----------------------|
| • French - Native | • English- Fluent | • Ngiemboon - Native |
| • Kinyarwanda - Beginner | • German- Beginner | |

