

CAREER PROFILE

A Young Diplomat, Political Activist and National Women Leader. Have over eight years' experience volunteering in the local community and actively involved in youth engagement and empowerment, social entrepreneurship and social justice advocacy through various Civil Society Organizations in Liberia.

Also served diligently at the National Young Women Political Council as the National Vice Chair. Have good understanding on Diplomatic Engagements, Communication and Etiquette.

EXPERIENCES

Deputy Consul-General

2023-Present

Consulate-General the Republic of Liberia, NewYork

- Assist the consul-General in overseeing the daily operations of the consulate.
- Managing and supervising consulate staff, including consular officers and administrative personnel.
- Supervise the distribution of passports via mail.
- Supervise the consular section of the consulate
- Supervise the payment of the Consulate's monthly bills and salaries, and sign necessary checks to be mailed out to service providers and vendors.
- Fostering the commercial affairs of citizens in the host country
- Promoting trade and investment between the host country and home country
- Promoting cultural and education exchange between the host country and home country
- Reporting on political, economic, and social developments in the host country.
- Assisting fellow citizens facing challenging situations while abroad

First Secretary-Consul

2022-2023

Embassy Of Liberia, Paris, France.

- Providing consular services, such as, issuance of visa, passports and attestations
- Fostering the commercial affairs of citizens in the host country
- Promoting trade and investment between the host country and home country
- Promoting cultural and education exchange between the host country and home country
- Reporting on political, economic, and social developments in the host country.
- Assisting fellow citizens facing challenging situations while abroad

Vice President

2019-Present

National Young Political Women Council Of Liberia. Monrovia, Liberia.

- Act as Principal Assistant to the President of the Council
- Assist the President in the execution of her duties and tasks
- Advice on Women and Girl participation and aid in crafting policy for the inclusion of women in politics.

Chief Executive Officer

2018-Present

Youth Network for Reform, Paynesville, Liberia

- Provide National Leadership
- Supervise the Foundation Accounts and Funds
- Lobby for Funds and Supervises Projects
- Assigned Roles and Responsibilities and preside over meetings.

Project Officer

2017-2020

Youth Network for Reform, Paynesville, Liberia

- Assist Program Manager in leading and coordinating the design and implementation of programs and projects
- Assist in Project Evaluation and Reporting
- Also help in researching for Grants, Funds, and Opportunities.

SKILLS & PROFICIENCY

Communication skills

Organization skills

Effective writing skills

Computer proficiency skills

Teamwork skills

Creativity



Moijama Lassana Dunor

Diplomat

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📄 Resume PDF

EDUCATION

Certificate of participation in the Capacity building training for Diplomats.

Kookmin University/Korea
International Cooperation, Seoul,
South Korea
10/2023 - 11/2023

Certificate of participation in the seminar for Young Liberian Diplomats

Renmin University of China
11/2022 - 12/2022

MSc Candidate

Cuttington University, Congo Town,
Monrovia, Liberia
2021 - Current

BSc Biology

University of Liberia
2015 - 2020

Certificate of Leadership and Politics

Young Political Leadership School.
Paynesville, Liberia
09/2018 - 09/2018

Certificate of Leadership

Kofi Annan Institute of Peace and
Conflict Resolution. University Of
Liberia
07/2016 - 10/2016

Certificate of Leadership

GATE Africa Liberia INC. Sandfield
Community, Clara Town, Bushrod
Island, Monrovia, Liberia
2018 - 2019

LANGUAGES

English (Native)

INTERESTS

Reading

Travelling

Cooking

