

Wendlassida Jonathan Adan Kaboré

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EDUCATION

Bachelor's Degree in Actuarial Science
Université Laval, Quebec

2023 – Present

Classe Préparatoire / Grande École Program
Centre Africain d'Études Supérieures en Gestion, Dakar, Sénégal

2020 - 2022

SKILLS

- Programming & Software: R, Python, Excel (Advanced), Microsoft Office Suite, SAS, SQL, VBA
- Languages: French (Native), English (Intermediate), Spanish (Beginner)

RELEVANT EXPERIENCE

Actuarial Intern
Société d'assurance automobile du Québec, Québec, Canada

may 2025 – present

Technical Department Intern
Sanlam Assurance Vie, Ouagadougou, Burkina Faso

august 2022 – november 2022

- Entered enrollment forms into SPROM insurance software.
- Maintained the benefits registry.
- Compiled benefit statements from 2017 to 2022.
- Reconciled records between the technical and accounting departments

Technical Department Intern
Sanlam Assurance Vie, Ouagadougou, Burkina Faso

december 2022 – april 2023

- Received and processed new policyholder subscription contracts.
- Handled bank statements related to premiums and organized data in Excel.
- Entered and issued contracts in the insurance management software.
- Monitored contracts and updated statuses (suspension, partial/full surrender, cancellation).
- Prepared daily reports for the accounting department.
- Provided front-office customer service.
- Drafted and sent letters for direct debit authorizations and cancellations.
- Updated benefit records daily in Excel.
- Processed policyholder dividends.

OTHER WORK EXPERIENCE

Teaching Assistant (IFT-4902)

september 2024 – April 2025

Course: Programming with R for Data Analysis

Université Laval, Quebec

- Supported students with course content and R programming.
- Assisted during lab sessions and assignments.
- Graded assignments and provided feedback.

Data Entry Clerk

december 2023 – april 2025

Université Laval, Quebec

ACTIVITIES AND SOCIAL ENGAGEMENTS

- **Secretary for Communications of Burkibaè Community of CESAG**

2021-2022

- **General Secretary of CESAG ICT Club (Club TIC)**

2021-2022

- **Communications Officer of CESAG ICT Club (Club TIC)**

2020-2022

African Center for Higher Studies in Management (CESAG), Dakar, Senegal

SCOLARSHIPS

Tuition Fee Exemption Scholarship

2024

(Awarded for academic excellence during Fall 2023 and Winter 2024 semesters)

PROFESSIONAL DEVELOPMENT

Data Science et Machine Learning | MasterClass Python

2024

Udemy Certification

DELE Nivel A2

2022

Instituto Cervantes