



NDI FRIDA EPOSI

PROFILE SUMMARY

Vigorous operations manager with years of experience working within the private sector, developing and implementing internal policy as well as managing contracts and stakeholder relations.

Core competencies include; contract management and procurement, office management, stakeholder relationship management and company policy and business strategy development. Equally versed with book keeping, budgeting and project scoping.

Get in touch!

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3rd Floor Presbook Building ,
DSN Office, Half Mile,
Limbe, Cameroon.

Work Experience

Founder/CEO

THE AFRICAN ENTERPRISING WOMAN (TAEW) - EMPOWERING WOMEN WITH DIGITAL SKILLS - 2021

- Create, improve, implement and enforce policies and procedures that will improve the operational and financial effectiveness.
- Analyze and recommend growth initiatives, plans, as well as introduce new strategies and regulatory actions.
- Mentor and train team members at all levels to foster growth and encourage development.
- Provide strategic input and leadership on decision-making issues relating to the evaluation of potential mergers, acquisitions, or partnerships.
- Lead the training team.

Co-founder & Chief Operating Officer

DUNAMIS SAFETY NETS (CONSULTANT WITH THE PROMOTION AGENCY FOR SMES) - OCT 2018 TO PRESENT

- Manage an entrepreneurial hub of over 300 Startups and SMEs.
- Helped several SMEs with practical tools to develop their business Ideas as well as possible solutions to their problems.
- Developed company policy and oversaw successful implementation which paved the way for on-going consulting work with the Government.
- Enhanced communication and interpersonal skills through organizing and hosting several Meet and Greet events for start ups.
- Create content and supervise the running of the social media pages

SPECIALIZATIONS

- Business Creation and Management
- Operations Management
- Business Consultancy
- Strategic Planning
- Problem Solving Orientation
- Digital Marketing/Social Media Management
- Blockchain Investment

EDUCATION

National Polytechnic Bamenda

- B.TECH DEGREE IN BANKING AND FINANCE, 2014.
- HIGHER NATIONAL DIPLOMA IN BANKING AND FINANCE, 2013.

Operations, Admin and Finance Personnel

RAECO SARL
APR 2016 TO SEPT 2018

- Responsible for a team of 15, and successfully managed contracts with with both the government and private institutions.
- Managed employee payroll and budgets for several company projects.
- Developed and implemented a company accounting system using Quick Books and later Excel which improved records management.
- Improved employee living standards through developing and managing an office loan scheme.
- Assisted with human resource management and all tax related activities.

Work Experience

Customer Service Representative

WORLD VISION OPTICS
FEB 2015 TO MAR 2016*

- Responsible for customer acquisition, retention, and development of new markets.
- Was equally responsible for store accounting, record keeping, and filing.
- Gained advanced communication skills and developed an above-average mastery of listening techniques through interactions with customers.
- Manage the company social handles and respond to comments and orders

Blockchain Investor/ Swing Trader (Forex)

THE FINANCIAL MARKETS PLATFORM
2018-2021

- Buy currency pairs, hold it for few days, then sell it
- Invested in BTC, BCH, ETH, LINK
- Analyze and share forecast on crypto-currencies