


## PERSONAL INFORMATION



## Poko Alida Nadinga

 Dakar, Senegal

 +221 77 884 76 91

 [nadingaalida@gmail.com](mailto:nadingaalida@gmail.com)

 LinkedIn : Alida Nadinga

JOB APPLIED FOR  
POSITION  
PREFERRED JOB  
STUDIES APPLIED FOR

## Knowledge Management &amp; Communication Specialist

## WORK EXPERIENCE

Since July 2023

## Knowledge management consultant

West and Central African Council for Agricultural Research and Development (CORAF), 7, Avenue Bourguiba - B.P.48 Dakar - RP, Senegal - CP 18523; Phone: (221) 33 869 96 18

Implementing KM system:

- Design and implement CORAF's KM strategy, including knowledge needs assessments, stakeholder surveys, and benchmarking.
- Develop and manage the Digital Knowledge Hub, streamlining information flow across regional networks.
- Led knowledge capitalization efforts, documenting best practices, success stories, and case studies for regional dissemination.
- Produced and quality-assured knowledge products, including fact sheets, policy briefs, manuals, and reports to support decision-making.
- Facilitated cross-country and cross-thematic knowledge exchange through communities of practice, workshops, and online platforms.
- Organized and led regional knowledge-sharing events to strengthen collaboration between national agricultural research systems and development partners.
- Provided strategic input into knowledge management policies and standards at the institutional level.

Business or sector Agriculture

From February 2020 to June 2023

## Communication and Knowledge Management Assistant

Afrique Communication, 155, Sotrac Mermoz Angle VDN, Dakar ; Phone : + 221 33 860 62 60

- Developed and implemented KM and communication strategies for organizations including CORAF, IDRC, PACEM, and BOAD.
- Conducted capitalization processes for international organizations such as Enabel, PGRCI/UNDP, Plan International, and RCN Justice & Democracy.
- Designed and managed digital knowledge platforms and repositories for knowledge dissemination.
- Provided KM training and capacity-building sessions to project teams and institutional partners.
- Supported policy advocacy, stakeholder engagement, and public outreach efforts. Support for training in communication and capitalization of experiences
- Management of the website and social networks
- Organization and updating of the Director agenda

Business or sector Communication and Knowledge management

From January to February 2019

## Communications intern

West African Economic and Monetary Union (UEMOA) Commission, 9F9M+C4P, Avenue Pr. Joseph Ki-Zerbo, Koulouba, Ouagadougou, Burkina Faso

- Participation in the implementation of the activities of the Communication Department (pooling of the

media database of the 8 countries, coverage of workshops, press kits)

**Business or sector** Economic integration

From April to December 2016

### Administrative Assistant intern

Office for the Coordination of Humanitarian Affairs (UNOCHA/ UNDP), Immeuble des Nations Unies, Koulouba (secteur 4) 01 BP 575 Ouagadougou 01 – Burkina Faso Phone : (226) 25.30.67.62/63/64

- Writing of the weekly press review on the humanitarian situation in Burkina Faso
- Organization of the Humanitarian Forum, working meetings with partners
- Organization of internal meetings with UNDP, UNICEF, FAO, WFP, UNFPA, WHO, etc.
- Writing minutes, reports, press releases
- Update of the list of humanitarian contacts

**Business or sector:** Humanitarian coordination

From November 2014 to April 2015

### Executive Assistant

BATIMART, Ouagadougou

- Quality control of the printing of information materials and publication before delivery to customers
- Organization and management of the Director's diary
- Management of incoming and outgoing calls
- Development of the activity monitoring schedule
- Sending and receiving mail

**Business or sector:** Communication & Branding products

From 2011 – 2013

### Telemarketer / salesperson

TELECEL FASO, 08 BP 11059 396, Avenue de la Nation Ouagadougou Burkina Faso

Loyalty department:

- Customer information and advice
- Gathering information and managing complaints
- Customer portfolio management

**Business or sector** Telecoms

## EDUCATION AND TRAINING

2016 - 2018

### Master's in Diplomacy, International Relations

Université Libre du Burkina (ULB)

2011 - 2012

### Professional Degree in Marketing and Communication

International Institute of Management (IIM)

2024

### Certification in Knowledge Management & Big Data in Business

The Hong Kong Polytechnic University

## PERSONAL SKILLS

**Mother tongue(s)**

French

**Other language(s)**

English

UNDERSTANDING		SPEAKING		WRITING
Listening	Reading	Spoken interaction	Spoken production	
C1	C1	C1	C1	C1

Levels: A1/2: Basic user - B1/2: Independent user - C1/2 Proficient user  
Common European Framework of Reference for Languages

**Communication skills** Good communication skills gained through my experience as a communication assistant and telemarketer/salesperson

**Organisational / managerial skills** Leadership: currently responsible for a team of 10 consultants

**Job-related skills**

- Knowledge Management & Strategy Development – Expertise in implementing KM frameworks, digital platforms, and knowledge-sharing mechanisms.
- Capacity Building & Learning Facilitation – Skilled in designing and delivering KM training, workshops, and cross-regional knowledge exchange initiatives.
- Knowledge Product Development & Quality Assurance – Proven ability to develop, review, and publish reports, case studies, and policy briefs.
- Digital Knowledge Platforms & Technology Integration – Experience managing knowledge repositories, digital hubs, and multimedia content creation.
- Gender & Development Knowledge Management – Strong ability to integrate gender-sensitive approaches into KM strategies.
- Stakeholder Engagement & Advocacy – Adept at fostering partnerships, facilitating dialogues, and supporting knowledge-sharing networks.

**Computer skills** Good command of Office automation and statistical software [Word, Outlook, Excel, Power Point]

**Other skills**

- French-speaking facilitators of the Calidena methodology to assess the quality needs of value chains from September 07 to 16, 2021
- Good management of digital platforms, Digital camera user, good knowledge of Zoom, Microsoft Teams, Google Meet,

**Driving licence** ▪ B

## ADDITIONAL INFORMATION

**Professional development & Conferences**

- Training Webinar on Gender-Sensitive Communication, organized by CORAF (January 18, 2024)
- Women in Science Webinar, International Day of Women and Girls in Science – Organized by CORAF (Feb 20, 2024)
- KM4AgD2024 Knowledge Café Series 4 – Gender-Responsive and Disability-Inclusive Knowledge Management for African Agricultural Transformation (June 11, 2024) – Organized by FARA, CORAF, and partners
- Workshop on Gender-Based Violence (GBV) – Organized by CORAF (July 22, 2024)
- International Women's Day Celebration at CORAF – Edition 2024 (March 8, 2024)
- Science and Partnerships for Agriculture Conference, Kigali, Rwanda (2024)
- Africa Fertilizer & Soil Health Summit, Nairobi, Kenya (2024)
- Forum for Leaders in Agricultural Research, Cotonou, Benin (2024)
- Dspace Repository Scoping Workshop, Nairobi, Kenya (2023) and Addis Ababa, Ethiopia (2024)
- Market for Agricultural Innovations & Technologies (MITA), Ouagadougou, Burkina Faso (2023) and Lomé, Togo (2024)
- Symposium on Agricultural Product Processing, Lomé, Togo (2023) and Accra, Ghana (2024),

**Date:** 12/ 02/ 2025

**Signature:**

