

DORCAS BABUNDO

AI Consultant | Agentic AI, Automation & Creative Technology Specialist

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PROFESSIONAL PROFILE

AI consultant, creative technologist, and governance professional working across Agentic AI, automation, AI applications, responsible AI, education, and generative media. Professional experience includes AI governance readiness, GRC, data protection, audit preparation, policy development, risk management, and AI-assisted workflows. Builds practical AI solutions while bringing a responsible-AI and systems-thinking perspective to implementation.

PROFESSIONAL EXPERIENCE

GRC Analyst | MitigateIT Enterprise Limited

Remote | 2024 - Present

- Deliver multi-standard compliance programs spanning information security, business continuity, service management, quality, privacy, and AI governance.
- Conduct AI governance readiness work using ISO/IEC 42001 and NIST AI RMF concepts, including gap analysis, AI risk registers, control mapping, and prioritized implementation roadmaps.
- Develop governance documentation, policies, evidence structures, risk treatment plans, audit-readiness packs, and corrective-action tracking for client environments.
- Apply data-protection expertise to AI data-processing obligations, including data minimization, privacy-by-design, lawful-basis considerations, and governance controls.
- Use Claude AI, APIs, MCP concepts, and AI-assisted professional workflows to accelerate analysis and documentation while retaining human review and judgment.

Career Center Student Assistant IV | Mount San Antonio College

California | 2021 - 2022

Supported scheduling, administrative operations, confidential student-employment data, communications, and process improvement within a regulated educational environment.

Process Analyst | Bright Beginnings School

Nigeria | 2012 - 2019

Analyzed workflows, documented process improvements, supported standardized procedures, record-management systems, and governance practices.

Operations Manager | Castlefield Hotel

Nigeria | 2009 - 2011

Managed daily operations, staffing, vendor coordination, procurement, quality, safety, and service standards.

SELECTED APPLIED AI WORK

ISO 27001 Audit Readiness Agent - AI-assisted GRC application for evidence review, readiness scoring, gap identification, and audit preparation.

POD10 Stock Floor App - shared-synchronization operational prototype for stock visibility and role-based workflow coordination.

POD10 Scents - luxury AI campaign spanning visual direction, video, product storytelling, and an interactive digital lookbook.

Children's Educational Video Series - story-led AI-assisted video series focused on responsibility, self-care, kindness, patience, respect, and identity.

The Young Psalmists - AI-assisted children's music project combining song concepts, music generation, cover art, and promotion.

Pre-Nursery AI Learning System - reusable prompt and workbook system combining literacy, numeracy, stories, rhymes, tracing, and activities.

EDUCATION

MA, Education, Society & Culture - University of California, Riverside

BA, Education, Society & Human Development - University of California, Riverside

BS, Sociology - University of California, Riverside

HND, Business Administration & Management - Federal Polytechnic Bauchi, Nigeria

CORE AREAS

AI Consultancy • Agentic AI & AI Agents • AI Automation • AI Applications & Prototypes • AI Governance & Risk • GRC & Audit Readiness • Data Protection & Privacy • AI for Education • Creative AI Production • Prompt & Workflow Design

SELECTED PROFESSIONAL DEVELOPMENT

Anthropic: Introduction to Agent Skills, Introduction to Model Context Protocol, Claude with the Anthropic API, Claude Code in Action, AI Fluency for Educators, Claude 101

AI Governance: ISO/IEC 42001, NIST AI RMF, AI Security & Governance

Information Security & Risk: ISO/IEC 27001, ISO 31000, Cisco Introduction to Cybersecurity, Cybersecurity in Healthcare

Privacy: data protection and CCPA training

AI & CREATIVE STACK

Claude • ChatGPT • Gemini • Perplexity • NotebookLM • Microsoft Copilot • Canva • Midjourney • Adobe Firefly • Leonardo AI • OpenAI Image Generation • Sora • InVideo • CapCut • HeyGen • Higgsfield • Claude Code • Replit • Lovable • Bolt • Cursor • GitHub • VS Code • n8n • Zapier • Suno • ElevenLabs • Gamma