

## CURRICULUM VITAE

OF

AYANDA BUTHELEZI

### PERSONAL DETAILS

First Name(s)	: Ayanda
Surname	: Buthelezi
Date Of Birth	: 11 March 2003
Identity Number	: 030311 0849 088
Gender	: Female
Languages	: isiZulu (HL) and English (FAL)
Nationality	: South African
Marital Status	: Single
Contact number	: 063 442 8902 / 073 758 0279
Email Address	: ayandabuthelezi1974@gmail.com
Residential Address	: 28142 Matata Rd Mzinyathi Area Inanda 4309

### PROFILE

I am Ayanda Buthelezi from uMzinyathi, currently studying for a Diploma in Information Technology at Mangosuthu University of Technology in Durban. My strong passion for IT, which began in my childhood, has guided my choice of this field for both my education and career path.

Dedicated and self-motivated professional with a flexible mindset, eager to contribute skills in a role that encourages development and growth. Strong interpersonal and teamwork abilities, adept at taking instructions from various levels. I am dedicated to contributing positively to the team and organizational success.

## EDUCATIONAL LEVEL

Name of institution	: Mangosuthu University of Technology
Qualification	: Diploma in Information Technology
Year obtained	: 2024
Last school attended	: Overport Secondary School
Highest grade passed	: Grade 12 (Matric)
Stream	: General
Year obtained	: 2020

## PROFESSIONAL SKILLS

- ✓ Time management skill (ensuring streamlined workflows, meeting deadlines)
- ✓ Adaptable and Pressure handling (easily adjusting to change)
- ✓ Trustworthy (commitment to maintaining confidentiality)
- ✓ Highly motivated (driven by a strong work ethic and a passion for achieving goals)
- ✓ Work in a team (I collaborate effectively in team environments also contributing ideas)
- ✓ Problem solving (Proven ability in problem-solving & analytical thinking)
- ✓ Good communication skills (Proficient in both writing and verbal communication)

## WORK EXPERIENCE

### Teaching & Learning Development Centre (MUT)

Position held: Student Mentor

Duration: 20 Months (March 2023 – Dec 2024)

Duties: Offering guidance and assistance, sharing insights and expertise, delivering academic aid, fostering personal development, and linking students to resources.

## REFERENCES

Name: Mr. S Mngomezulu (Mentorship)

Position: Co-Ordinator

Place: Mangosuthu University of Technology

Contact: 078 339 9573