



Bianca Long

CURRICULUM VITAE

PERSONAL PROFILE

I am a third-year Bachelor of Computing student at Belgium Campus ITversity, specializing in Software Engineering. My academic foundation is rooted in software development, supported by hands-on experience in digital marketing, client communication, and business operations gained through running and supporting multiple ventures. These experiences have helped me develop strong problem-solving abilities, adaptability, and the capacity to stay organised and perform under pressure. I am a dependable, self-motivated individual who values collaboration, takes initiative, and upholds high ethical standards in all areas of work.

Beyond the classroom, I have been actively involved in motorsport since the age of nine, competing in quarter-mile racing. This lifelong passion has instilled in me a deep sense of discipline, focus, and resilience, which consistently reflect in my professional approach. Motorsport has taught me to thrive in high-pressure situations, strive for continuous improvement, and maintain a strong commitment to performance. I bring that same energy and drive to every opportunity, always aiming to deliver work of the highest quality while embracing growth, innovation, and excellence.

EDUCATIONAL QUALIFICATIONS

1. Hoërskool Hoogenhout, Bethal | 2022

National Senior Certificate (Matric)

Subjects:

1. Afrikaans Home Language
2. English First Additional Language
3. Mathematics
4. Life Orientation
5. Business Studies
6. Computer Applications Technology (CAT)
7. Physical Sciences

2. Belgium Campus ITversity | 2023 - 2026

Qualification: Bachelor of Computing specializing in Software Engineering

PERSONAL INFORMATION

Full Names and Surname:
Bianca Long

I.D. Number: 040506 0071 082

Age: 21 years old

Gender: Female

Nationality: South African


License: Code 8


Languages:
Afrikaans (Speak, read & write)
English (Speak, read & write)


Health: Excellent

Marital Status: Single

Criminal Record: None

 072 262 6892

 longbianca99@gmail.com

 Brackenfell, Cape Town,
Western Cape



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WORK EXPERIENCE

1. Alora Collective Venue and Accommodation, Bethal

Duration: 2022 – Present (Part-Time)

Position: Part-Time Operations Assistant

Duties and Responsibilities:

- Supporting the operations of a family-owned events and accommodation venue by managing client-facing services and day-to-day administration.
- Act as a point of contact for client inquiries, ensuring exceptional customer service and timely communication.
- Coordinate event logistics including setup, catering, décor and vendor arrangements.
- Manage booking systems and maintain accurate records of guest reservations and payments.
- Handle administrative duties such as responding to emails, creating invoices and updating documentation.
- Create and manage social media content to promote the venue and engage with potential clients.
- Support catering efforts during events, ensuring quality control and smooth execution.
- Contribute to a positive guest experience.

2. W&W Motors, Bethal

Position: Co-Owner | Sales & Operations Manager

Duration: 2024 – Present

Duties and Responsibilities:

- Oversee the full sales process, from sourcing vehicles to closing sales with private clients.
- Manage marketing efforts across social media and classified platforms to attract and convert leads.
- Handle all administrative processes, including preparation of vehicle documentation, sales agreements and record-keeping
- Conduct market research and vehicle inspections to ensure competitive pricing and high-quality inventory.
- Build and maintain strong client relationships by offering transparent, honest and reliable service.
- Monitor inventory and coordinate logistics for vehicle purchasing and handovers.

SKILLS & PROFICIENCIES

- Programming Languages: Proficient in Python, C#, JavaScript, Java, HTML, and CSS.
- Web Development: Experienced in front-end technologies including HTML, CSS, and JavaScript.
- Database Management: Skilled in SQL for database design and query handling.
- Version Control: Competent in using Git and GitHub for code collaboration and version tracking.
- Digital Tools: Proficient in Microsoft Office Suite (Word, Excel, PowerPoint, Access, Outlook).
- Digital Marketing: Knowledgeable in social media management and content creation using platforms like Facebook, Instagram, and Canva.
- Strong leadership qualities with a proactive approach to problem-solving.
- Excellent time management and organizational skills.
- Critical thinker with a high level of adaptability and a quick learning curve.
- Maintains a high standard of professionalism, work ethic and integrity.
- Effective in team collaboration and cross-functional communication.
- Committed to delivering exceptional customer service and building client relationships.
- Self-motivated, loyal, honest, and reliable
- Passionate, hardworking, and able to thrive under pressure.



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REFERENCES

1. Mrs. Chanel van Niekerk

Position: Finance Manager

Contact Number: 072 595 5140

2. Mrs. Sené Long

Position: Owner at Alora Collective

Contact Number: 082 821 8193

Email address: longsene@gmail.com

3. Ms. Karien Beukes

Position: Teacher at Hoërskool Hoogenhout

Contact Number: 082 401 7675

Email address: beukeskarien@gmail.com

4. Mrs. Cornel Botha

Position: Church Leader

Contact Number: 082 855 8586

Email address: bothacornel@gmail.com

WORK EXPERIENCE

3. Naudeesfontein Worshondjies

Position: Owner and Breeder & Business Manager

Duration: 2022 – Present

Key Responsibilities:

- Founder and operator of a registered small-scale breeding enterprise specialising in purebred miniature Dachshunds and French Bulldogs.
- Manage all aspects of breeding operations, including health care, nutrition, hygiene, and socialisation of puppies.
- Handle official breed registrations and ensure all litters meet health and breed standards.
- Develop and execute digital marketing strategies to build brand visibility.
- Maintain active communication with potential and existing clients, providing guidance and support pre- and post-sale.
- Oversee administrative tasks such as puppy documentation, vaccination tracking, client contracts, and financial records.
- Uphold ethical breeding practices and ensure each animal receives the highest standard of care.