

Ntwenhle Mtshali

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Stock Road, KwaDukuza, 4449

PROFILE

Dedicated and detail-oriented with extensive experience in laboratory environments, including testing, instrument handling, and quality control. Proficient in laboratory information systems, sample processing, and good laboratory principles. Strong ability to work under pressure, independently or within a team, while ensuring compliance with SOPs and maintaining high technical standards. Seeking a role to leverage my technical expertise and analytical skills in a dynamic laboratory setting.

TECHNICAL EXPERIENCE

- Instrument handling, calibration, and maintenance
- Laboratory Information System (LIS) proficiency
- Good Laboratory Practices (GLP) & safety protocols
- Laboratory processes and procedures compliance
- Data entry, specimen verification & sample management
- Strong analytical, problem-solving, and technical skills
- Proficient in Microsoft Office (Excel, Word, PowerPoint)

PROFESSIONAL EXPERIENCE

National Health Laboratory Service

Aug 2024 - Oct 2024

Laboratory Clerk

Ensured the suitability and proper handling of specimens by verifying, labeling, and sorting them according to SOPs, capturing patient information, and managing sample distribution and referrals. Maintained accurate records for audits, handles administrative queries, communicates test results, and advises clinicians on sample requirements to ensure smooth laboratory operations and improved turnaround times.

Department of Education- KZN

Mar 2023 - Sept 2023

Education Assistant

Taught Grade 8 and 9 Creative Arts class. Carried out various support programs for students, such as literacy, numeracy, and social skills in the Schools Resource Media Centre. Learnt to use South African School Administration Management System for inputting school marks and learner administration. Supporting teachers and counsellors with administrative tasks.

MSQ Diagnostics

Feb 2021 - Jan 2022

Medical Technology Intern

Performed instrument installations, maintenance and calibrated diagnostic laboratory equipment such as the iSED ESR analyser. Oversaw laboratory visits to pathology laboratories such as Pathcare.

Facilitated in the development of the NHLS Proficiency Testing Scheme by communicating with relevant stakeholders. Testing and checking status of EQA laboratory management system.

Provided independent in-house and on-site support and training on instruments under MSQ diagnostics

University of KwaZulu Natal

Feb 2019 - Dec 2020

Residence Assstant

Provided administrative support to student residence ensuring smooth operation of student residence. Provided mentoring and supportive assistance to residence students. Oversaw conflict resolution solutions within residences. Implemented ResLife events to cater to student needs such as First Year Orientation, Mental Health Awareness Day, CV and Job finding workshop, ect. Gained first aid training but certification was not issued.

Plant Biotechnology Intern

Assisted with maintenance of lab instruments, including booking instrument for calibration or repairs, monthly stock taking of reagents in the lab. Collected and prepared plant material and from fields like sugarcane stalks for research. Contributed to lab projects such as in vitro testing of viability of Amaranthus seeds. Oversaw the making of nutrient media for different lab projects. Handled toxic waste disposal such as mutagens and implemented standard operating procedures with lab

EDUCATION

Bachelor of Science in Biological Sciences Honours 2015-2016

University of KwaZulu Natal

Bachelor of Science in Biological Sciences 2012-2015

University of KwaZulu Natal

CERTIFICATIONS & LEARNINGS**Basic Principles of Genetic Engineering Training**

SEPARATIONS . February 2025

Introduction to Molecular Techniques

SEPARATIONS . February 2025

Introduction to Molecular Biology

SEPARATIONS . February 2025

Introduction to the LIMS & Other Information Systems

Division of Laboratory Systems, CDC. January 2025

Secretarial Studies and Office Management

Alison, October 2024

Introduction to Good Clinical Laboratory Practice

Global Health Training Network, June 2024

Basics- Intermediate- Advanced Excel Course

African International Advisors, July 2016

Project Management Course

African International Advisors, November 2016

REFERENCES

Name : Ms Mantsha Mannya

Company : NHLS

Position : Laboratory Manger

Contact : 083 230 6858

Email: mantsha.mannya@nhls.ac.za

Name : Vukani Khumalo

Company : UKZN Plant Biotechnology Lab

Position : Lab Manager

Contact : 068 078 9204

Email: vukani.sifeukzn@gmail.com

Name : Nakita Nanthlall

Company : MSQ Diagnostics

Position : Key Accounts Manager

Contact : 071 862 5465

Email: nsurajlal@gmail.com

Name : Dr S Ndlovu

Company : UKZN DSRA

Position : Residence Life Officer

Contact:078 990 0796

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