

MOKEKOLOANA MODIBA

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OBJECTIVE

A future information technology specialist with a solid background in programming, web development, and cybersecurity. Knowledgeable in HTML5, CSS, and Visual Basic, and continuously learning Python and Java. In a dynamic, cooperative setting, I am keen to utilize my technological know-how and academic experience to develop creative solutions, improve cybersecurity procedures, and contribute to significant technology initiatives.

SKILLS & ABILITIES

Technical Skills

- Programming: Python, Java, VB.NET
- Web Development: HTML5, CSS, Flask
- Database Management: SQL, Oracle Database
- Tools: Lucid chart, Oracle Data Modeler
- Other: Technical Administration, Networking, Cybersecurity Basics

Professional Abilities

- **Problem-solving** in areas such as secure network architectures and defending against cyberattacks
- Investigating secure **network architectures** and **cyber defence systems**
- Strong capability in **writing code** and exploring innovative technological solutions

General Skills

- Exceptional **writing abilities**
- **Creative Problem Solving** and adaptability
- Effective **communication skills**
- Strong **teamwork** capabilities

EDUCATION

1. Vaal University of Technology (VUT)
 - Higher National Diploma in Information Technology
 - February 2024 – Present
2. ALX Academy
 - Virtual Assistant Program
 - September 2024 – November 2024
 - Ai Career Essentials Program
 - June 2024 – August 2024
3. Richfield Graduate Institute of Technology
 - Higher Certificate in Information Technology
 - Graduated with a 3.2 GPA, Cum Laude

COMMUNICATION

- **Verbal Communication:** Strong communicator, able to articulate ideas and technical concepts clearly during presentations, meetings, and collaborative discussions.
- **Written Communication:** Proficient in drafting professional emails, technical reports, and documentation, ensuring clarity and precision.
- **Team Collaboration:** Excellent at working within diverse teams, actively participating in discussions, and ensuring seamless communication to achieve common goals.
- **Technical Communication:** Skilled at explaining complex technical topics in an easy-to-understand way, enabling effective communication between technical and non-technical audiences.

LEADERSHIP

- **Team Leadership:** Lead teams, delegate tasks, and drive goal-oriented efforts.
- **Decision Making:** Make informed decisions and take responsibility for outcomes.
- **Mentorship:** Support and guide peers to help them grow professionally.
- **Conflict Resolution:** Facilitate discussions to resolve team challenges.
- **Project Management:** Oversee timelines and ensure successful project completion.

EXPERIENCE

Technical Administrator (Intern)

Richfield Graduate Institute of Technology, [Start August 2024 – End October 2024]

- Assisted in setting up and maintaining computer systems and networks for smooth operations.
- Provided technical support to students and staff, resolving hardware and software issues.
- Managed data entry tasks and ensured accurate records for academic operations.
- Maintained inventory of technical equipment and facilitated IT resource allocation.
- Developed a strong foundation in IT systems and client communication.

REFERENCES

ROFHIWARODNEY RAMARU

RICHFIELD GRADUATE INSTITUTE OF TECHNOLOGY
0659678685