

Kelebogile Mokwena

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OBJECTIVE

Junior Web Developer specializing in front end development. Experienced with all stages of the development cycle for dynamic web projects. Well-versed in numerous programming languages including HTML, PHP, JavaScript, CSS, MySQL. Strong background in project management and customer relations.

WORK EXPERIENCE

11/2017 to 10/2018

IT Technician Assistant (Internship)- Bonalesedi Nursing College, Krugersdorp, Gauteng Department of Health

- Installed Software, modified and repaired hardware and resolved technical issues.
- Provides base level IT support to non-technical personnel within the college
- Create a script to uninstall Old AV that needs a password to manually uninstall.
- Set up PC and desktop for new staff members
- Upgrading of existing systems.

Reason for leaving: Contract Ended

10/2016 – 10/2017

Money Market Clerk - Shoprite Checkers, Brits, North West

- Bookings of flights, bus and live events tickets.
- Account payments, Money transfer and Telephonic inquiries.
- Lotto payments and payouts

Reason for leaving: Found an internship related to what I studied

12/2013 – 09/2016

Front end Cashier - Shoprite Checkers, Brits, North West

- Greet customers as they arrive in the store and provide them with information regarding products and/or service. Respond to customers' complaints and take necessary actions to resolve their issues. Take payment in exchange of items sold. Bag, box and wrap purchased items. Identify prices of goods using scanner. Enter

transactions in the cash register and provide customer with the total bill. Sort and count currency and coins. Issue receipts and change to customers. Count money at the beginning and ending of each shift. Process credit card payments. Assist in stocking shelves, rotating merchandise and marking prices. Keep the work area tidy and clean.

EDUCATION

Diploma in Information Technology,
University of South Africa

2013 – 2020

NCV L4 Information Technology and Computer Sciences,
ORBIT FET College

2010 - 2011

IT Essentials: PC Hardware and Software,
ORBIT FET College

2012

Matric Certificate,
Bafokeng High School

2008

SKILLS

- Project management
- Strong decision maker
- Complex problem solver
- Creative design
- Innovative
- Service-focused
- CB drivers Licence

- Database: Microsoft Office Access
- Microsoft Office package: Microsoft Word, Excel, Access
- Operating system: Microsoft Windows 7, 8, 10 and Linux
- Programming: HTML, PHP, JavaScript, CSS, MySQL

LANGUAGES

Speak, Read and Write
Setswana, English, Zulu, Xhosa

REFERENCES

Name	Keneilwe Morabe
Position	Stock Administrator Manager at Shoprite

Name	Fhulufelo Phadziri
Position	IT Manager at Bonalesedi Nursing College
Cell	060 417 8066

Name	Refiwe Motau
Position	Front End Manager at Shoprite Checkers
Cell	073 605 1607 012 256 7500