



## About me

### Attitudes

Energy and drive  
Passionate  
Practical  
Adaptable to change  
Approachable  
Logic in decision making  
Persuasive  
High drive and competitive  
Responsible

### Strengths

Extrovert  
Dedicated  
Honest  
Organised  
Logical reasoning  
Problem solving  
Eager to learn new skills  
Non-smoker & drinker

## Contact Details

### Address:

Garsfontein, Pretoria

### Email:

cawoodmimi@gmail.com  
michellevdw2021@gmail.com

## Language

**Home language:** Afrikaans

**Other language:** English

## Hobbies

- Exercising
- Hiking
- Reading

# CURRICULUM VITAE

## MICHELLE VAN DER WESTHUIZEN

### Introduction

I'm someone who believes in hard work, responsibility, and honesty. I'm excited about diving into the world of software development and expanding my skill set. Always on the lookout for new challenges, I love pushing myself to grow and improve in whatever I do. I genuinely enjoy working and take pride in giving my best to achieve goals. I want to ensure that I benefit the Company that I work for.

### Education

- Matriculated in 2013
- Nature Management NQF5
- Programming Foundation NQF4
- Systems Development NQF5 (current part-time)

### Certifications

- DP – 900 Microsoft Azure Data Fundamentals **2022**
- 98 – 381 Introduction to Programing Using Python **2022**
- 98 – 382 Introduction to Programing Using JavaScript **2023**
- 98 – 383 Introduction to Programing Using HTML & CSS **2023**
- AZ-204 Developing Solutions for Microsoft Azure **2023**
- AZ-400 Designing and Implementing Microsoft DevOps Solutions **2024**

### Skills Highlights

- Good communication skills
- Teamwork
- Self-management
- Learning
- Computer Skills

### Experience

- 2019 - **current** ICO - Accounting Solutions – **Administrator / Clerk**
- 2018 - 2019 Uni-Vision – **Personal assistant / Administrator**
- 2016 - 2017 Ray Cammack Shows – **Game attendant**
- 2015 Letsatsi la Africa – **Animal caretaker**



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## SECONDARY QUALIFICATIONS

**Grade 12** Matriculated in 2013 at the Montana High School, in Pretoria.

**Major subjects:** Afrikaans  
English  
Mathematics  
Life Orientation  
Tourism  
Hospitality studies  
CAT (All basic MS Office packages as per NQF level 3.

## TERTIARY QUALIFICATIONS

**Institute:** Centurion Academy, Pretoria

**Year of study completion:** 2014

**Qualification level:** Nature management NQF5

**Major Subjects:** Wildlife Diseases  
Soil Science  
Ecology  
Game Ranch Management  
Conservation Communication  
Animal Science  
Field Management  
Conservation Development

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**Institute:** CTU Training Solutions

**Year of study completion:** 2022 - 2023

**Qualification level:** Systems Development NQF4

**Major Subjects:** Principles of Program Design  
Computer Architecture  
Digital Literacy & Proficiency  
Programming with Python  
Core Web Development  
Robotics Development  
Ethics & Network Architecture  
Cloud Fundamentals

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MICHELLE VAN DER WESTHUIZEN

<b>Institute:</b>	CTU Training Solutions
<b>Year of study completion:</b>	2023 – current (Part-time)
<b>Qualification level:</b>	Systems Development NQF5
<b>Major Subjects:</b>	Beginner Java Programming with C# Solutions Development Developers and Operations Engineering Advanced Java Business Programming

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# CURRICULUM VITAE

MICHELLE VAN DER WESTHUIZEN

## **EMPLOYMENT HISTORY**

### **February 2018 - current**

**Industry:** Accounting

**Company:** ICO-Accounting Solutions (Pty) Ltd

**Position:** Administrator / Clerk

**Duties:** Working on CIPC, SARS and Pastel  
Legal administrative work like creating share transfer and certificates.  
Working with Trusts.

**Reason for leaving:** I needed time to find out what career I wanted to pursue, now I am busy with my studies and seeking growth in the software development field.

### **February 2018 - 2019**

**Industry:** Time share / Resorts

**Company:** Uni-Vision

**Position:** Personal assistant / Administrator

**Duties:** Research  
Capturing slips on Oracle  
Arranging payments  
Stock taking and ordering  
Creating data sheets on excel  
Managing and reviewing filing and office system.  
Finding suppliers  
Reporting on Progress / Follow up on all outstanding project issues  
Diary management / Scheduling of meetings  
Arrange delivery of correspondence and documents

**Reason for leaving:** ICO - Accounting Solutions is part of the Uni-Vision group



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## February 2016 - November 2017

**Industry:** Carnival

**Company:** Ray Cammack Shows - In USA

**Position:** Game attendant

**Duties:** Set up and tear down of all games.  
Cleaning inside and around the games.  
Interacting with guest.  
Stock ordering, data capturing and management  
Training and supervising of temporary workers

**Reason for leaving:** I wanted to stay in South Africa to start building a life and working on a career.

## February 2015 - end June 2015

**Industry:** Nature and wildlife (game farm)

**Company:** Letsatsi la Africa

**Position:** Animal caretaker

**Duties:** Animal caretaker  
Guide  
Volunteers orientation and coordination  
Guest and reception  
Animal darting and group catching

**Reason for leaving:** Volunteering was fun and exiting but after I started working full time in this field, I realised that I was not suited for this type of work.

## Temporary / Volunteer work (2013 - 2014)

**Industry:** Nature and wildlife (game farm)

**Places:** Moholoholo wild animal rehabilitation  
Ujiji wildlife sanctuary  
Mbidi wildlife sanctuary  
Lion and Rhino sanctuary  
Botswana  
Brazen wildlife



# CURRICULUM VITAE

MICHELLE VAN DER WESTHUIZEN

## References:

Owner of Letsatsi la Africa:	Ronell van der Westhuizen
Cell	072 386 8948
ICO Accounting Director:	Marten Berkenbosch
Cell:	082 940 3991
Email:	Martenb@ico-accounting.co.za
CTU Lecture:	Faith Muwishi
Cell:	084 414 0834