



MUZIWAKHE KULUNGILE SITSCHA

ASPIRING SYSTEMS DEVELOPER

PROFILE

I am a motivated and responsible high school graduate currently based in Centurion. Known for being reliable, well-organised, and eager to learn, I bring strong communication and teamwork skills to any environment. I am currently seeking an entry-level opportunity where I can contribute to a positive and productive workplace while gaining valuable hands-on experience.

CONTACT

PHONE:
061-325-3665

EMAIL:
muzisitsha@gmail.com

SKILLS

- Microsoft Office:
- Coding Languages:
 - # Java – Beginner
 - # HTML – Intermediate
 - # CSS – Beginner
 - # Java Script - Beginner
- Critical Thinking
- Problem Solving
- Effective Communication
- Active Listening
- Team Work | Collaboration
- Time Management
- Flexible and Adaptable

EDUCATION

Boston City Campus Centurion

Diploma in Systems Development

2025 – Present

- Currently enrolled and working toward a diploma focused on software development, programming, and systems analysis.

Blue Hills College

National Senior Certificate (Matric)

2016 – 2019

- Elected Deputy Head Boy
- Awarded multiple Achievers Club Certificates for academic excellence and leadership

WORK EXPERIENCE

Freelance Photographer / Videographer

Gubudo Consulting

2020 – Present

Main Responsibilities:

- Operate professional photography and videography equipment to capture high-quality visual content for diverse client needs.
- Plan, shoot, and edit visual media for events, baby showers, corporate marketing, and social media campaigns.
- Edit and retouch photographs using Adobe Lightroom and Photoshop to ensure visual consistency and quality.
- Manage post-production workflows including file organisation, backup, formatting, and timely delivery of final content.

Administrative Assistant

Alitsha Projects

2022 - 2024

Main Responsibilities:

- Performed daily administrative functions including filing, data entry, scheduling appointments, and handling correspondence.
- Managed incoming phone calls and emails, directing enquiries to relevant departments and ensuring prompt responses.
- Prepared business documents, reports, and presentations using Microsoft Office Suite (Word, Excel, PowerPoint).
- Supported financial operations by assisting with invoicing, billing, and basic bookkeeping using internal business software.

REFERENCES

Gubudo Consulting

Mercutio Tlou - CEO

071-621-8434 / sales@gubudo.co.za

Alitsha Projects

Alice Khumalo – Director

082-582-6208 / alice.sit19@gmail.com