

Nomdumiso Irene Mtshilibe

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PROFESSIONAL SUMMARY

Motivated and analytical Software/Data Engineering Learnership Candidate at CapaCiTi with a strong foundation in data entry, reporting, digital facilitation, and problem-solving. With 2+ years' experience working with learner data and school systems, I bring attention to detail, structured thinking, user support capability, and an eagerness to explore data-driven solutions. I am developing skills in software engineering, data analytics, databases, and digital systems, while leveraging my background in administration and reporting to support technical environments.

TECHNICAL & CORE SKILLS

Technical: SQL (beginner), Python fundamentals, Excel & Google Sheets, Agile exposure, reporting and documentation

Professional: Data accuracy, record management, user support, communication, problem solving, time management

EXPERIENCE

Software/Data Engineering Learnership Candidate – CapaCiTi (2025 – Present)

- Participating in software and data engineering training and project work.
- Building technical literacy, analytical thinking and digital competencies.

Facilitator – Click Foundation (Jul 2023 – Present)

- Captured and monitored learner progress data.
- Reported insights and supported digital onboarding.

Administrative Assistant – Duduza Primary School (Oct 2022 – Apr 2023)

- Managed records, prepared documents, coordinated school communication.

EDUCATION

CapaCiTi Software/Data Engineering Learnership (2025)

FNB App Academy Coursework (2025)

ALX Data Analytics (2024)

Software Dev Fundamentals – MDL (2023)

Microsoft Office – NEMISA (2022)

Matric – Geluksdal Secondary (2015)

ACHIEVEMENTS

- Maintained 100% accuracy in data reporting
- Supported over 100 learners on digital systems

REFERENCES AVAILABLE ON REQUEST