

Tshikumbana Rudzani

Address: N101 Glen Park Apartment, Waterkloof Glen, Pretoria, 0010

Contact Numbers: 079 712 8866 | 068 279 7470

Email Address: Tshikumbanar225@gmail.com

LinkedIn: <https://www.linkedin.com/in/rudzani-tshikumbana-82314b205>

Summary

I am a hardworking and passionate IT graduate who is eager to secure an entry-level software development position. I have a strong background in IT Project Management, Information Systems and Customer Services. Well-versed in numerous programming languages and tools, such as Java, C#, C++, PHP, HTML, CSS, and JavaScript. I am a self-motivated individual, my strong planning and organizational skill allows me to complete all my assigned tasks within the designated time and to the necessary standards.

Education

- Bachelor of Science: **Information Technology** - 2020.
Richfield Graduate Institute of technology, Gauteng Johannesburg.
- Matric - 2017.
Ndamuleleni Secondary School, Limpopo Vhembe District.

Academic Projects

Dynamic Web Developer - 06/2019 to 11/2019

Web Technology Project, Richfield Graduate Institute of Technology

- Identify software requirement specifications.
- Design web page interfaces.
- Complete detailed programming and development tasks.
- Ensure Data Security.
- Carry out quality assurance tests.

Desktop & Mobile Application Developer - 06/2020 to 11/2020

Software Development IT Project, Richfield Graduate Institute of Technology

- Same as above
- Work as junior project manager to manage project and ensure smooth workflow.
- Carry out Data Analysis.
- Cooperate with other designers to design and evaluate clean interfaces with simple, intuitive interactions and experiences.
- Carry out quality assurance tests to discover errors and optimize usability.
- Work with team members to complete a fully detailed Project documentation.

Work Experience

Booking Clerk and Service Advisor - from **18/10/2021** and **still working here**

YES Program (Afrika Tikkun Services), Bidvest McCarthy Volkswagen Menlyn - Pretoria

- Pleasantly greet customers and ask questions to better understand their needs.
- Make booking appointment for customers and advise on any service to be done.
- Suggest add-on services that would be helpful to customers and upsell.
- Sign in customers, update them on the status of their vehicle during the day, and check out vehicles when work is done.
- Simplify and explain to customers the service or repair that was done on the vehicle.
- Maintained high customer satisfaction standards to meet and exceed targets.

Skills

Hard Skills:

- Java, Android Studio, Firebase
- C#, Visual Basic
- C, C++
- PHP, HTML, CSS, JavaScript, Bootstrap, MySQL
- IT Project Management
- Database Management, Data Analysis
- Desktop Support

Soft Skills:

- Strong Communication and Interpersonal skills
- Team Player
- Strong analytical and problem-solving skills
- Ability to handle pressure
- Attention to details

Certifications

- Certificate: **Basic Computer Training Course** - 2021
Afrika Tikkun Services, Johannesburg - Orange Farm
- Certificate: **Work Readiness Skills Course** - 2021
Afrika Tikkun Services, Johannesburg - Orange Farm
- Certificate: **ABSA Financial Literacy Training** - 2021
ABSA Afrika Tikkun Services, Johannesburg - Orange Farm
- Certificate: **#NoExcuse for Abuse Training Course** - 2021
Afrika Tikkun Services, Johannesburg - Orange Farm

Languages

Tshivenda – Native | English – Fluent | IsiZulu – Proficient | Sesotho - Proficient.