

## **CURRICULUM VITAE OF JOHANNA NM NAKALE**

P.O Box 15127 Okongo

Mobile: +264 817841820

[nakalejoan@gmail.com](mailto:nakalejoan@gmail.com)

### **PERSONAL DETAILS**

<b>Full name</b>	Johanna Ndateelela Maano Nakale
<b>Sex</b>	Female
<b>Nationality</b>	Namibian
<b>Marital Status</b>	Single
<b>Health Status</b>	Excellent
<b>ID number</b>	99100200093

### **LANGUAGES**

English

Oshiwambo

German

### **PERSONAL OBJECTIVE**

I am a self-motivated individual with a tremendous work ethic, with a passion for quality and excellency. Works independently and exceeds expectation. I am an undergraduate student in her 4th year at University of Namibia studying towards an Honours Degree in Tourism Management. Under my studies I have covered modules such as Tourism Management, Customer relations in Tourism, Tourism Accounting, Operation Management, Tourism entrepreneurship as well as Geography modules like Physical Geography of Namibia. My profession acquaints the management of tourism enterprises and many more in the industry.

## EDUCATION

<b>Highest grade passed</b>	Grade 12
<b>Name of high school</b>	Otjikoto Senior Secondary School
<b>Town/ City, Country</b>	Tsumeb, Namibia
<b>Year Obtained</b>	2017

## TERTIARY EDUCATION

<b>Name of Institution</b>	University of Namibia
<b>City, Country</b>	Windhoek, Namibia
<b>Program Enrolment</b>	Tourism Management

## EXPERIENCE

Bwana Tucke Tucke (internship in 2019)

- Receptionists, have done receptionist's work e.g., picking calls and giving feedback to all inquiries and responding to emails.
- Prepared file for clients, with all their bookings and copy of maps to their destinations.
- Created invoices for clients.
- Bookings, I have booked complete trips for clients.
- Accountant, I have recorded the business transactions and dealt with its accounting books.

Eco Awards (internship in 2021)

- Editor, I have edited readiness documents and provided the final document for certificate preparation.

## **SKILLS COMPETENCE**

- Have a strong character and sense of responsibility.
- Able to work within a team and independently.
- Excellent communication and interpersonal skills.
- Ability to multi-task
- Computer literate
- Leadership
- Trustworthy

## REFERENCES

Mr. Jona Heita  
Lecturer  
University of Namibia  
Cell: +264 814642798  
Email: [jheita@unam.na](mailto:jheita@unam.na)

Mr. Carsten Mohle  
Manager of Bwana Tucke Tucke  
Cell: +264 811273130  
Email: [namibia@bwana.de](mailto:namibia@bwana.de)

Mrs. Hazel Milne  
Eco Awards  
Cell: +264 811285105  
Email: [admin@ecoawards-namibia.org](mailto:admin@ecoawards-namibia.org)

Mrs. Ellen Kimaro  
  
HOD  
  
University of Namibia  
  
Cell: +264 812443188  
  
Email: [mekimaro@unam.na](mailto:mekimaro@unam.na)