



**NAMIBIA UNIVERSITY  
OF SCIENCE AND TECHNOLOGY**

13 Storch Street  
Private Bag 13388  
Windhoek  
NAMIBIA

T: +264 61 207 9111  
F: +264 61 207 2444  
W: [www.nust.na](http://www.nust.na)

30 April 2021

General Manager  
AVIS Budget Rent a Car  
Windhoek, Namibia

Dear Ms. Janette Fourie,

**Re: Work Integrated Learning Opportunity for Tourism Management Student: Ms. Hilma T Mulundu, Student Number: 217112005**

As a nation, while we battle with the COVID 19 crisis, we are quite hopeful of the resilience of the tourism and hospitality industry and therefore, the necessity to continue developing our human resource capital.

It is with this background that we seek your support in providing our third-year students with practicum opportunity in your company.

The internship program will officially commence from 1<sup>st</sup> September 2020 to January 2021 but could start earlier if need be.

The students are expected to work and master tasks specific to their areas of study, some of which include:

- Ticketing and Travel Operations
- Car hire services
- Tourism information services
- Tour operations
- Guest relations/Customer service
- Events, meetings, and conference planning
- Tourism marketing

Looking forward to a favourable reply,  
Kind regards,

*wmuho hominni*

Dr Wanjiru Muhoho- Minni

Senior Lecturer - Tourism Management

[wmuho@nust.na](mailto:wmuho@nust.na): Tel 061-207-2231, 0811284705



Hilma Ndakalako

P. O. Box 96307

Windhoek

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

30 April 2021

The General Manager

AVIS Budget Rent a Car & Avis Car Sales

Aviation Road (next to Safari Hotel)

Windhoek Namibia

Dear Ms. Janette Fourie

**Re: WORK INTERGRATED LEARNING OPPORTUNITY( INTERNSHIP)**

I'm Hilma Tuyakula Mulundu a 25 years old lady , originated from Ohangwena but currently in Windhoek. I'm a motivated and intelligent person who is very kind , knowing how to work with people and good at time management. It is with this background that I seek your support in providing me with practicum opportunity (internship) at your company Avis Budget Rent a car & Avis Car Sales . I have a diploma in Travel and Tourism from LINGUA College and I'm currently doing my Bachelor in Tourism Management at Namibia University Of Science And Technology, In my final year.

I'm suitable for this internship because I bring to any work a strong work ethic and desire to succeed, a willingness to cooperate with others and a need to produce quality work. As a result of the knowledge and skills, I will be able to work under pressure and to cooperate with team. I would like to make difference in a company from bringing new ideas that would enable us to work for better tomorrow. I would be fully committed to this internship position.

As for my academic and professional qualification I refer you to my attached detailed curriculum vitae, I also enclosed my certified copies of my relevant qualification.

Thank you for taking time to review my CV , I look forward to a favourable feedback.

Your Sincerely

Hilma Mulundu

*hilmamulundu*



# HILMA TUYAKULA MULUNDU

TOURISM MANAGEMENT GRADUATE

## WORK EXPERIENCE

11/2017 - 17/2017

Waitress at NUST , Windhoek show Ground  
Very interesting and taught me how to handle customers.

## EDUCATION

2017 - 2020

Bachelor in Tourism Management NQF Level 7  
Namibia University Of Science And Technology , Windhoek  
Tertiary Education

2015 - 2016

Diploma in Travel and Tourism NQF Level 5  
International Training College LINGUA , Windhoek  
Tertiary Education

2013 - 2014

NSSCO  
Hans Daniel Namuhuya Senior Secondary School , Oniipa  
Secondary Education

2003 - 2012

JSC  
Etsapa Combined School , Epembe  
Primary Education

## ABOUT

I am a highly motivated person, hardworking, able to work under pressure and good at time management.

Date Of Birth : 15-11-1995

Marital Status : Single

+264818779155

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

P. O. Box 30016 , Windhoek , 2887  
Golgota street , Soweto Katutura

P. O. Box 96307, Windhoek

## LANGUAGE

Portuguese

Oshiwambo

English

## SKILL

COMPUTER  
COMPETENCE   
•MS PUBLISHER

COMPUTER  
COMPETENCE   
•MS EXCEL


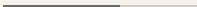
COMPUTER

## HOBBY

Sport  
Travelling

Reading

## REFERENCE

COMPETENCE   
•MS  
POWERPOINT  
COMPUNTER  
COMPETENCE •   
MS WORD

## SOCIAL LINKS

Facebook

[Hilma Tuyakula Tulela Ndakalako](#)

1.Ms Green Isobel (Lecturer ) Namibia University of Science and Technology Cell: 0816470065 Email: igreen@nust.na 2. Mr Paulus H Mulundu (brother) NDF Cell: 081 428 1275 Email: phmulundu@gmail.com 3. Ms Secilia N Jackson (Cousin) Police officer Cell: 081 362 0922



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Academic Transcript

Issuing Institution : NAM University of Science and Technology

Institution Registration Number :

Name : MULUNDU HILMA TUYAKULA

Student Number : 217112005

Identity Number : 951115 0041 3

Date Of Birth : 15-NOV-1995

Year : 2017 BACHELOR OF TOURISM MANAGEMENT NQF: 7

Annual Result : N7 FAIL FIRST YEAR

JUN/AUG EXAMINATIONS

HOSPITALITY AND TOURISM MARKETING

50 FAIL SUPPLEMENTARY EXAM

SEMESTER 1 BLOCK

HOSPITALITY AND TOURISM LAW

31 FAIL

HOSPITALITY AND TOURISM MARKETING

47 FAIL: SUPPLEMENTARY  
ALLOWED

LANGUAGE IN PRACTICE

FAIL: NO ADMISSION TO  
EXAM

PRINCIPLES OF MICROECONOMICS

FAIL: NO ADMISSION TO  
EXAM

SEMESTER 2 BLOCK

ECOTOURISM AND COMMUNITY-BASED TOURISM

48 FAIL

HUMAN RESOURCES MANAGEMENT IN HOSP. & TOURISM

43 FAIL SUBMIN - SUPPL  
ALLOWED

LANGUAGE IN PRACTICE

49 FAIL: SUPPLEMENTARY  
ALLOWED

MEETINGS, INCENTIVES, CONFERENCES & EVENTS

38 FAIL SUBMIN - SUPPL  
ALLOWED

TOURISM DESTINATION MANAGEMENT

56 PASS

TOURISM ENTREPRENEURSHIP

60 PASS: CREDIT

DEC/FEB EXAMINATIONS

HUMAN RESOURCES MANAGEMENT IN HOSP. & TOURISM

42 FAIL SUPPLEMENTARY EXAM

LANGUAGE IN PRACTICE

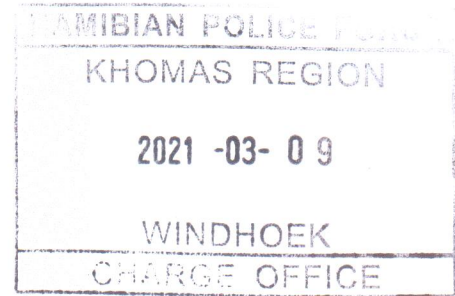
50 PASS SUPPLEMENTARY  
EXAMINATION

MEETINGS, INCENTIVES, CONFERENCES & EVENTS

45 FAIL SUPPLEMENTARY EXAM

Year : 2018 BACHELOR OF TOURISM MANAGEMENT NQF: 7

Annual Result : PH PASS FIRST YEAR

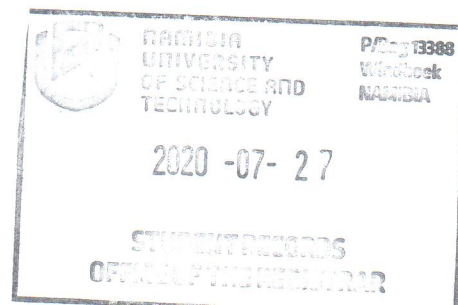


I hereby declare that the above is a true and correct copy of the original document and that for my own use I have not made any alterations or additions.

Signature

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Page 1







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Institution Registration Number :

Name : MULUNDU HILMA TUYAKULA

Student Number : 217112005

Identity Number : 951115 0041 3

Date Of Birth : 15-NOV-1995

JUN/AUG EXAMINATIONS

ENGLISH IN PRACTICE

45 FAIL SUPPLEMENTARY EXAM

PRINCIPLES OF MICROECONOMICS

37 FAIL SUPPLEMENTARY EXAM

SEMESTER 1 BLOCK

BASIC PORTUGUESE 1A

59 PASS

ENGLISH IN PRACTICE

48 FAIL: SUPPLEMENTARY  
ALLOWED

HOSPITALITY AND TOURISM LAW

51 PASS

HOSPITALITY AND TOURISM MARKETING

55 PASS

PRINCIPLES OF MICROECONOMICS

47 FAIL: SUPPLEMENTARY  
ALLOWED

SEMESTER 2 BLOCK

BASIC PORTUGUESE 1B

44 FAIL: SUPPLEMENTARY  
ALLOWED

ECOTOURISM AND COMMUNITY-BASED TOURISM

52 PASS

ENGLISH IN PRACTICE

56 PASS

HUMAN RESOURCES MANAGEMENT IN HOSP. & TOURISM

75 PASS WITH DISTINCTION

INTRO. TO HOSPITALITY AND TOURISM ACCOUNTING

FAIL: NO ADMISSION TO  
EXAM

MEETINGS, INCENTIVES, CONFERENCES & EVENTS

57 PASS

DEC/FEB EXAMINATIONS

BASIC PORTUGUESE 1B

50 PASS SUPPLEMENTARY  
EXAMINATION

Year : 2019 BACHELOR OF TOURISM MANAGEMENT NQF: 7

Annual Result : PJ PASS SECOND YEAR

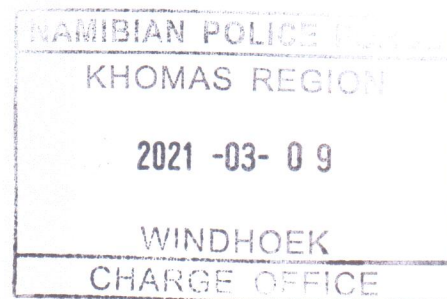
JUN/AUG EXAMINATIONS

ENGLISH FOR ACADEMIC PURPOSES

50 PASS SUPPLEMENTARY  
EXAMINATION

TOURISM QUALITY SERVICE MANAGEMENT

50 PASS SUPPLEMENTARY  
EXAMINATION



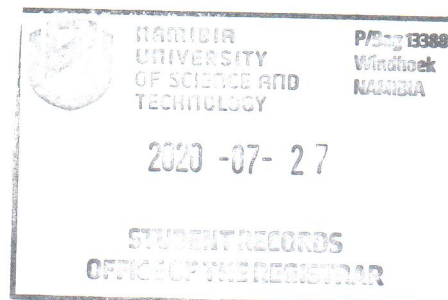
I hereby certify that the document is a true and correct copy of the original and that from my knowledge it is not a duplicate of any other document.

*[Signature]*

*[Signature]*

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Page 2





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Name : MULUNDU HILMA TUYAKULA

Student Number : 217112005

Identity Number : 951115 0041 3

Date Of Birth : 15-NOV-1995

SEMESTER 1 BLOCK

CONTEMPORARY ISSUES	58 PASS
CULTURAL AND NATURAL HERITAGE MANAGEMENT	54 PASS
ENGLISH FOR ACADEMIC PURPOSES	44 FAIL: SUPPLEMENTARY ALLOWED
HOSPITALITY AND TOURISM MANAGEMENT	51 PASS
PRINCIPLES OF MICROECONOMICS	FAIL: NO ADMISSION TO EXAM
TOURISM DISTRIBUTION MANAGEMENT	61 PASS: CREDIT
TOURISM QUALITY SERVICE MANAGEMENT	48 FAIL: SUPPLEMENTARY ALLOWED
URBAN TOURISM	80 PASS WITH DISTINCTION

SEMESTER 2 BLOCK

INTRO. TO HOSPITALITY AND TOURISM ACCOUNTING	36 FAIL: SUPPLEMENTARY ALLOWED
PROFESSIONAL WRITING	57 PASS
DEC/FEB EXAMINATIONS	
INTRO. TO HOSPITALITY AND TOURISM ACCOUNTING	42 FAIL SUPPLEMENTARY EXAM

Year : 2020 BACHELOR OF TOURISM MANAGEMENT NQF: 7

Annual Result : NOT AVAILABLE YET

SEMESTER 1 BLOCK

INTRO. TO HOSPITALITY AND TOURISM ACCOUNTING	NOT AVAILABLE YET
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I hereby declare that

MULUNDU HILMA TUYAKULA

Was a registered student at this institution during the above mentioned years and that his / her conduct was satisfactory.

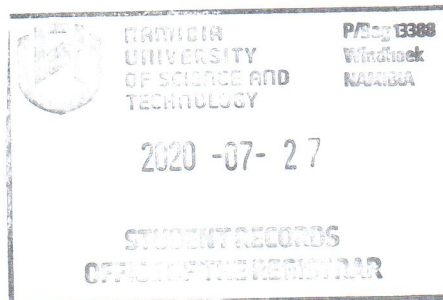
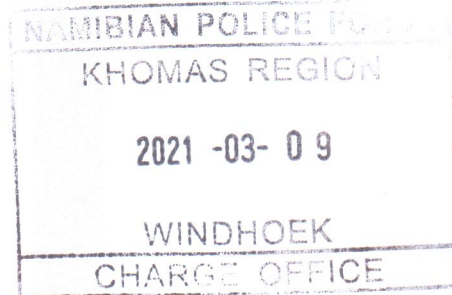
Is. Ruusa Nghishongwa

1 programmes of study at the Namibia University of Science and Technology are  
fered through the English medium of instruction.

-JUL-2020

Continued On Next Page

Page 3





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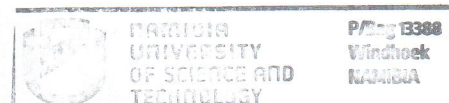
\*National Level Key

4 - Certificates, VET and Other

5 - Diplomas and Certificates

6 - Diplomas and Certificates

7 - Bachelor Degrees, Diplomas and Certificates



2020 -07- 27

NAMIBIAN POLICE  
KHOMAS REGION  
OFFICE OF THE REGISTRAR

2021 -03- 09

WINDHOEK  
CHARGE OFFICE

I hereby certify that the information  
contained in the original which was  
by me and that for my observations and  
at the end have signed on my name



*[Handwritten signature]*  
**Registrar**  
*[Handwritten signature]*



REPUBLIC OF NAMIBIA  
NATIONAL IDENTITY CARD

NO 951115 0041 3

SURNAME  
MULUNDU  
FIRST NAME(S)  
HILMA TUYAKULA

*Hilma Tuyakula*

NAMIBIAN POLICE FORCE  
KHOMAS REGION  
2021 -03- 09  
WINDHOEK  
CHARGE OFFICE

DATE OF BIRTH  
1995-11-15  
PLACE/COUNTRY OF BIRTH  
OONDUDA

CITIZENSHIP  
CITIZEN

GENDER  
FEMALE  
HEIGHT/m  
1,58

EYE COLOUR  
BROWN

DATE OF ISSUE  
2013-05-28

APPL. NO.  
X22342




95111500413

I hereby certify that this document is a true and correct copy of the original which was submitted to me and that from my observation the copy has not been altered in any manner

*[Signature]*  
S. J. J. J. J.