Austin Sibusiso Malinga

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Contact: 061 412 7634
Date of Birth: 07-01-2003
Nationality: South African
Gender: Male
Identity Number: 0301076499088

Professional Summary

Adaptable and driven professional with hands-on experience in web development, administration, and customer service. Proven ability to manage projects, communicate effectively with diverse stakeholders, and solve complex problems. Skilled in design thinking, project management, and operational processes, with a track record of delivering high-quality results across multiple industries. Excels in team collaboration and independent roles, with a strong work ethic and a commitment to continuous learning.

Education

High School
Education Alive School

- Highest Grade Passed: Grade 12 (2020)
- Subjects Passed:
    - IsiZulu
    - English First Additional Language
    - Mathematical Literacy
    - Life Orientation
    - Business Studies
    - Economics
    - Tourism

Tertiary Education
D-Lab

- Program: Work Readiness Program
- Duration: 2023 - Present
- Skills Developed:
    - Design Thinking
    - Project Management
    - Cyborg Skills
    - Digital Literacy
    - Cyborg Skills

- ○ Critical Thinking
- ○ Collaboration
- ○ Creativity
- ○ Communication
- ○ Resilience and Adaptability
- ○ Human-Centered Design

Sci-Bono ICT Academy

- Course: Web Development
- Duration: 2022 - 2023
- Key Modules:
  - ○ Introduction to Web Development
  - ○ HTML and CSS Basics
  - ○ JavaScript Essentials
  - ○ Responsive Web Design
  - ○ Front-End and Back-End Frameworks

Skills

Core Competencies:

- Project Management and Operational Planning
- Communication and Stakeholder Engagement
- Customer Service Excellence
- Problem-Solving and Decision-Making
- Critical Thinking and Collaboration
- Digital marketing content development
- Proposal Writing and Strategic Thinking

Technical Skills:

- Web Development: HTML, CSS, JavaScript, PHP
- Database Management: SQL
- Digital Literacy and IT Support
- Using design thinking processes, tools and resources
- Developing and using AI-based tools and resources

Soft Skills:

- Time Management and Organisational Skills
- Adaptability and Resilience
- Leadership and Team Collaboration

Work Experience

Dynamic Vision (Kyalami Optometrist)
Position: Practice Manager (Intern)
Duration: October 2024 - Present
Responsibilities:

- Built and maintained a school database, enhancing client outreach and partnerships.
- Coordinated client and stakeholder communications through calls and email campaigns.
- Designed proposals and operational plans to improve service engagement and efficiency.
- Managed administrative tasks, including scheduling and reporting, ensuring seamless operations.

Mzi Lifestyle

Position: Waiter/Cashier
Duration: 14 December 2023 - 15 January 2024
Responsibilities:
● Provided excellent customer service, ensuring customer satisfaction and repeat business.
● Maintained a clean and welcoming environment to enhance the dining experience.
● Managed orders and payments efficiently, handling cash and card transactions with accuracy.

Sci-Bono Discovery Centre
Position: Intern, ICT Academy
Duration: August 2022 - November 2023
Responsibilities:
● Assisted in developing front-end interfaces using HTML, CSS, and JavaScript, ensuring a seamless user experience.
● Contributed to back-end services development using PHP and SQL, supporting the functionality and scalability of web applications.
● Participated in code reviews, offering constructive feedback to peers and improving code quality.
● Gained hands-on experience with full-stack development tools and methodologies, enhancing technical skills and practical knowledge.
● Collaborated with senior developers on various projects, learning best practices in web development and project management.

Sci-Bono Discovery Centre
Position: Blitz Intern, Science Department
Duration: 2 weeks (2024)
Responsibilities:
● Managed logistical issues and miscommunications, enhancing problem-solving and adaptability skills.
● Prepared and managed a science lab for experiments, ensuring lab safety and efficient setup.

● Handled increased student numbers, improving time management and teamwork during student tours.
● Managed employee timesheets and other administrative tasks, gaining insights into HR and operational processes.
● Coordinated the sign-off process with high-level executives, learning about organizational decision-making.

Projects

Personal Portfolio Website

- Developed a personal portfolio website to showcase my web development skills and projects.
- Designed and implemented a responsive layout to ensure optimal viewing across various devices.
- Integrated interactive features and animations to enhance user engagement.
- Technologies used: HTML, CSS, JavaScript

Zoo Match Memory Game

- Created a memory game called Zoo Match, which is available on GitHub.
- Implemented game logic and user interface to provide an interactive and enjoyable user experience.
- Utilized HTML, CSS, and JavaScript to build a functional and visually appealing web application.
- Conducted testing and debugging to ensure smooth performance and reliability.
- Technologies used: HTML, CSS, JavaScript

Certifications and Training

- Web Development Full-Stack Certificate - Sci-Bono Discovery Center (2022)

Volunteer Experience

Sasol Mandela Day Initiative for SAPF

- Participated in a community service event organized by Sasol in honor of Mandela Day.

Personal Attributes

- Attention to Detail
- Good Communication Skills
- Self-Motivated
- Strong Work Ethic
- Creative Problem-Solving
- Adaptable and Flexible
- Team Player
- Leadership Abilities
- Positive Attitude
- Eager to Learn and Grow

References

Hitesh Daya

Optometrist, Kyalami Optometrists
Contact: 011 620 2410
Position: Internship Supervisor

David Kramer

Mentor, d-lab Programme
Contact: 082 558 3971
Position: Programme Mentor

Hobbies and Interests

- Coding and Web Development
- Hiking and Outdoor Activities
- Listening to Music
- Travelling
- Photography
- Gaming