CURRICULUM VITAE

PERSONAL INFORMATION

Surname:	Maluleke
First name:	Sasekani
Current Geographical Area:	Gauteng, 6827 Mabubulo street, birch Acres Kempton park 1618
Gender:	Female (South African)
Availability	Immediately
Driver's License:	C1 , code 10
Contact Details:	Sasekaninkuri560@gail.com

Executive Summary

Experienced Full Stack Developer with a solid foundation in front-end web development and proficiency in HTML. Skilled in designing visually appealing and responsive web applications to provide exceptional user experiences and user interface. HTML, CSS3, JavaScript, and front-end frameworks like Bootstrap. Experienced in version control systems such as GitHub. On the back-end, proficient in Python, MongoDB, and building RESTful APIs using Flask. Additionally, trained 3 years Office Administrator with expertise in various office administration, finance, and logistics tasks. Able to thrive under pressure and collaborate effectively with teams.

TERTIARY QUALIFICATIONS

Institute	:	**Letaba TVET College**
Qualification	:	Office administration NQF4
Year	:	2013-2015

COURSES ATTENDED

Business administration NQF4

System support NQF5

SECONDARY EDUCATION

High School	:	**Matsambu High School**
Grade	:	Matric
Year	:	2011

SUMMARY OF EMPLOYMENT HISTORY

COMPANY	POSITION	INDUSTRY	PERIOD
Shaper	Junior Full-stack Developer	IT	2023-present
FedEx Express	Clearance Administrator (Trainee)	Logistics	2022-2023
Department of home affairs	Administrative assistance(Learner ship/ intern)	Finance	2019-2020
Cash crusaders	Cashier, customer care	retail	6 months

DETAILED HISTORY EMPLOYMENT

Company   : **Shaper**
Position   : **junior Software Developer**
Period   : **12 Months**
Permanent/contract : **Contract**

Programming
- JavaScript, python, html, CSS,

Frameworks
- **bootstrap, node.js, flask**

Database
- **MongoDB**

API Development
- **Rest**

Tools and Software
- **GitHub, VS code**

Company   : FedEx express
Position   : operation trainee (clearance department)
Period   : 12 months
Permanent/Contract : Fixed Term Contract

Responsibilities:

- Creating waybills for RTS
- Updating database and CP Matching
- Customs and Clearing
- Freight and Forwarding
- SARS Customs Regulations
- Scanning in and outbound of shipment at gateway
- Scanning out released shipment

Reason for Leaving: End of contract

Company   : department of home affairs
Position   : administrative assistance
Period   :12 months
Permanent/Contract   : contract

Responsibilities

. capture manual BAS
. check for manual receipts captured/ updated on BAS and record on compliance certificated
. perform basic account routine task such as invoice revenue and bank money
. record applications received
. prepare budget and procurement as well as ordering good and services for the office
. assist with financial admin within the office
. filling forms and personal files of the office PM
. switchboard management
. attending meeting and record minutes
. closing off monthly petty cash and send I to PMs for replenishment

Reason for leaving: end of contract

Company   **: cash crusaders**
Position   **: cashier, customer care**
Period   **: 6 months**
Permanent/Contract   **: permanent**

Responsibilities

. capturing and processing transaction
. releasing contract captured at buy shop
. customer care
. helping customer process repairs application to head office and follow up.

Reason for leaving: Better opportunities

SKILLS MATRIX

TECHNOLOGY/SYSTEM	TECHNOLOGY/SYSTEMS
MS Office 365 – Excel, PowerPoint, Word, and Outlook, Teams	IMAGE
IRE	RTS
CASHPOS	YES
ACCS	SHIPSHAPE
ECIS	EOPS
EISTC	
EDM	

PROFESSIONAL SKILLS	SOFT SKILLS
- Financial reporting - Ad-hoc duties - Data entry and telephone etiquette - Report writing - Revenue - Exhibition, displaying product & services - Negotiation & sales techniques. - Petty cash - Procurement, Sourcing & Purchasing - Programing languages - Databases - JavaScript - debugging	- Communication & organizational skills - Speed & Accuracy - Attention to detail - Exceptional Listening Skills. - Teamwork - Time management - Attitude - Work ethics - Conflict resolution

REFERENCE

Eddy phuruvhathu * FedEx express*

Manager

073 692 0128

Eddy.phuravhathu@fedex.com

Mokgadi Mathonsi *Department of home affairs*

Acting office manager

062 692 0128/ 011 279 7300

Mokgadi.mathonsi@dha.gov.za

SPECCON HOLDINGS

CERTIFICATE

OF ACHIEVEMENT

MERSETA - MER/ACC/002048
TETA SETA - TETA06 - 112

MICT - ACC/2014/07/144
SERVICE SETA - ACC NO - 12270

Sasekani Maluleke

9211150445082

has successfully completed the course

Install and configure a multi-user networked operating system

March 15th, 2024

Cert code: UuG9AhJ9dD

HEINRICH VAN DER WESTHUIZEN
Managing Director

SPECCON HOLDINGS
2013/101 544/07

Andebe Group

eLearning.co.za

TAP
The Accelerator Programme

MEGRO LEARNING
GROWTH THROUGH LEARNING

NFINITY TRAINING GROUP (PTY) LTD

Sasekani Maluleke

9211150445082

has successfully completed the course

Administer a local area computer network

March 15th, 2024

Cert code: CZ9FUmQf1M

HEINRICH VAN DER WESTHUIZEN
Managing Director

SPECCON
HOLDINGS
2013/101 544/07

Andebe
Group

eLearning.co.za

TAP
The Accelerator
Programme

MEGRO
LEARNING
GROWTH THROUGH LEARNING

NFINITY TRAINING GROUP
(PTY) LTD

SPECCON HOLDINGS
CERTIFICATE
OF ACHIEVEMENT

MERSETA - MER/ACC/002048
TETA SETA - TETA06 - 112

MICT - ACC/2014/07/144
SERVICE SETA - ACC NO - 12270

Sasekani Maluleke

9211150445082

has successfully completed the course

Demonstrate an understanding of local area computer networks, by installing a networked workstation

March 15th, 2024

Cert code: 4z16zh0dOP

HEINRICH VAN DER WESTHUIZEN
Managing Director

SPECCON
HOLDINGS
2013/101 544/07

Andebe
Group

eLearning.co.za

TAP
The Accelerator
Programme

MEGRO
LEARNING
GROWTH THROUGH LEARNING

NFINITY TRAINING GROUP
(PTY) LTD

SPECCON HOLDINGS

CERTIFICATE

OF ACHIEVEMENT

MERSETA - MER/ACC/002048
TETA SETA - TETA06 - 112

MICT - ACC/2014/07/144
SERVICE SETA - ACC NO - 12270

Sasekani Maluleke

9211150445082

has successfully completed the course

Install and commission a local area computer network

March 15th, 2024

Cert code: oytphZ5A9z

HEINRICH VAN DER WESTHUIZEN
Managing Director

SPECCON HOLDINGS
2013/101 544/07

Andebe Group

eLearning.co.za

TAP
The Accelerator Programme

MEGRO LEARNING
GROWTH THROUGH LEARNING

NFINITY TRAINING GROUP (PTY) LTD

Sasekani Maluleke

9211150445082

has successfully completed the course

Design a local area computer network for a departmental office environment

March 15th, 2024

Cert code: 3shqp3UFvq

HEINRICH VAN DER WESTHUIZEN
Managing Director

SPECCON
HOLDINGS
2013/101 544/07

Andebe
Group

eLearning.co.za

TAP
The Accelerator
Programme

MEGRO
LEARNING
GROWTH THROUGH LEARNING

NFINITY TRAINING GROUP
(PTY) LTD

SPECCON HOLDINGS

CERTIFICATE

OF ACHIEVEMENT

Sasekani Maluleke

9211150445082

has successfully completed the course

Monitor and maintain a multi-user networked operating system

March 15th, 2024

Cert code: XTOrsdFpDA

HT van der Westhuizen

HEINRICH VAN DER WESTHUIZEN
Managing Director

SPECCON HOLDINGS
2013/101 544/07

Andebe Group

eLearning.co.za

TAP
The Accelerator Programme

MEGRO LEARNING
GROWTH THROUGH LEARNING

NFINITY TRAINING GROUP (PTY) LTD

Sasekani Maluleke

9211150445082

has successfully completed the course

Demonstrate an understanding of the concepts of Multi-User computer Operating systems

March 18th, 2024

Cert code: x4SGxaAsXQ

HEINRICH VAN DER WESTHUIZEN
Managing Director

SPECCON HOLDINGS
2013/101 544/07

Andebe Group

eLearning.co.za

TAP
The Accelerator
Programme

MEGRO LEARNING
GROWTH THROUGH LEARNING

NFINITY TRAINING GROUP
(PTY) LTD

SPECCON HOLDINGS

CERTIFICATE

OF ACHIEVEMENT

MERSETA - MER/ACC/002048
TETA SETA - TETA06 - 112

MICT - ACC/2014/07/144
SERVICE SETA - ACC NO - 12270

Sasekani Maluleke

9211150445082

has successfully completed the course

Apply the principles of resolving problems for single-user and multi-user computer operating systems

March 18th, 2024

Cert code: jKn6nB6kmn

HEINRICH VAN DER WESTHUIZEN
Managing Director

SPECCON HOLDINGS
2013/101 544/07

Andebe Group

TAP
The Accelerator Programme

eLearning.co.za

MEGRO LEARNING
GROWTH THROUGH LEARNING

NFINITY TRAINING GROUP
(PTY) LTD

Sasekani Maluleke
9211150445082

has successfully completed the course

Demonstrate an understanding of Computer Database Management Systems

April 3rd, 2024

Cert code: AwvVkVXnFj

HEINRICH VAN DER WESTHUIZEN
Managing Director

SpecCon
Holdings
2013/101 544/07

Andebe
Group

eLearning.co.za

TAP
The Accelerator
Programme

MEGRO
LEARNING
GROWTH THROUGH LEARNING

NFINITY TRAINING GROUP
(PTY) LTD

SPECCON HOLDINGS

CERTIFICATE

OF ACHIEVEMENT

Sasekani Maluleke

9211150445082

has successfully completed the course

Describe enterprise systems management and its role in IT systems support

April 3rd, 2024

Cert code: Akq7r57PsQ

HEINRICH VAN DER WESTHUIZEN
Managing Director

SPECCON
HOLDINGS
2013/101 544/07

Andebe
Group

eLearning.co.za

TAP
The Accelerator
Programme

MEGRO
LEARNING
GROWTH THROUGH LEARNING

NFINITY TRAINING GROUP
(PTY) LTD

SPECCON HOLDINGS
CERTIFICATE
OF ACHIEVEMENT

MERSETA - MER/ACC/002048
TETA SETA - TETA06 - 112

MICT - ACC/2014/07/144
SERVICE SETA - ACC NO - 12270

Sasekani Maluleke

9211150445082

has successfully completed the course

Test Networked IT systems against given specifications

April 3rd, 2024

Cert code: vzeg26qkaI

HEINRICH VAN DER WESTHUIZEN
Managing Director

SPECCON HOLDINGS
2013/101 544/07

Andebe Group

eLearning.co.za

TAP
The Accelerator Programme

MEGRO LEARNING
GROWTH THROUGH LEARNING

NFINITY TRAINING GROUP
(PTY) LTD

SPECCON HOLDINGS
CERTIFICATE
OF ACHIEVEMENT

Sasekani Maluleke
9211150445082

has successfully completed the course

Administer security systems for a multi-user computer system

April 3rd, 2024

Cert code: NLJP4YZV78

HEINRICH VAN DER WESTHUIZEN
Managing Director

SpecCon Holdings
2013/101 544/07

Andebe Group

eLearning.co.za

TAP
The Accelerator Programme

MEGRO LEARNING
GROWTH THROUGH LEARNING

NFINITY TRAINING GROUP (PTY) LTD

SPECCON HOLDINGS

CERTIFICATE

OF ACHIEVEMENT

MERSETA - MER/ACC/002048
TETA SETA - TETA06 - 112

MICT - ACC/2014/07/144
SERVICE SETA - ACC NO - 12270

Sasekani Maluleke

9211150445082

has successfully completed the course

Create database access for a computer application using structured query language

April 3rd, 2024

Cert code: FCdI5cAYv3

HT van der Westhuizen

HEINRICH VAN DER WESTHUIZEN
Managing Director

SC
SPECCON
HOLDINGS
2013/101 544/07

Andebe
Group

eLearning.co.za

TAP
The Accelerator
Programme

MEGRO
LEARNING
GROWTH THROUGH LEARNING

NFINITY TRAINING GROUP
(PTY) LTD

SPECCON HOLDINGS
CERTIFICATE
OF ACHIEVEMENT

MERSETA - MER/ACC/002048
TETA SETA - TETA06 - 112

MICT - ACC/2014/07/144
SERVICE SETA - ACC NO - 12270

Sasekani Maluleke
9211150445082

has successfully completed the course

Explain the principles of business and the role of information technology

April 3rd, 2024

Cert code: OA3garuSmH

HEINRICH VAN DER WESTHUIZEN
Managing Director

SPECCON HOLDINGS
2013/101 544/07

Andebe Group

TAP
The Accelerator Programme

eLearning.co.za

MEGRO LEARNING
GROWTH THROUGH LEARNING

NFINITY TRAINING GROUP (PTY) LTD

Sasekani Maluleke

9211150445082

has successfully completed the course

Writing business reports in Retail/Wholesale practices

April 4th, 2024

Cert code: tZYgCIonR5

HT van der Westhuizen

HEINRICH VAN DER WESTHUIZEN
Managing Director

SU
SPECCON
HOLDINGS
2013/101 544/07

Andebe
Group

eLearning.co.za

TAP
The Accelerator
Programme

MEGRO
LEARNING
GROWTH THROUGH LEARNING

NFINITY TRAINING GROUP
(PTY) LTD

SPECCON HOLDINGS
CERTIFICATE
OF ACHIEVEMENT

Sasekani Maluleke

9211150445082

has successfully completed the course

Work as a project team member

April 4th, 2024

Cert code: fzEA3cuT2J

HT van der Westhuizen
HEINRICH VAN DER WESTHUIZEN
Managing Director

SPECCON HOLDINGS
2013/101 544/07

Andebe Group

eLearning.co.za

TAP
The Accelerator Programme

MEGRO LEARNING
GROWTH THROUGH LEARNING

NFINITY TRAINING GROUP (PTY) LTD

Sasekani Maluleke

9211150445082

has successfully completed the course

Conduct a technical practitioners meeting

April 4th, 2024

Cert code: y7BDdLdZMc

HEINRICH VAN DER WESTHUIZEN
Managing Director

SPECCON HOLDINGS
2013/101 544/07

Andebe Group

eLearning.co.za

TAP
The Accelerator Programme

MEGRO LEARNING
GROWTH THROUGH LEARNING

NFINITY TRAINING GROUP (PTY) LTD

SPECCON HOLDINGS

CERTIFICATE

OF ACHIEVEMENT

Sasekani Maluleke

9211150445082

has successfully completed the course

Demonstrate appropriate customer care in the context of IT support, according to a Service Level Agreement

April 4th, 2024

Cert code: u7e7WK512R

HT van der Westhuizen

HEINRICH VAN DER WESTHUIZEN
Managing Director

SC
SPECCON
HOLDINGS
2013/101 544/07

Andebe
Group

eLearning.co.za

TAP
The Accelerator
Programme

MEGRO
LEARNING
GROWTH THROUGH LEARNING

NFINITY TRAINING GROUP
(PTY) LTD

SPECCON HOLDINGS
CERTIFICATE
OF ACHIEVEMENT

MERSETA - MER/ACC/002048
TETA SETA - TETA06 - 112

MICT - ACC/2014/07/144
SERVICE SETA - ACC NO - 12270

Sasekani Maluleke
9211150445082

has successfully completed the course

Demonstrate an awareness of ethics and professionalism for the computer industry in South Africa

April 4th, 2024

Cert code: BE8JXuEXum

HT van der Westhuizen
HEINRICH VAN DER WESTHUIZEN
Managing Director

SpecCon HOLDINGS
2013/101 544/07

Andebe Group

eLearning.co.za

TAP
The Accelerator Programme

MEGRO LEARNING
GROWTH THROUGH LEARNING

NFINITY TRAINING GROUP (PTY) LTD

SPECCON HOLDINGS

CERTIFICATE

OF ACHIEVEMENT

Sasekani Maluleke

9211150445082

has successfully completed the course

Demonstrate an understanding of estimating a unit of work and the implications of late delivery

April 4th, 2024

Cert code: DfvdOWLHZa

HEINRICH VAN DER WESTHUIZEN
Managing Director

SPECCON HOLDINGS
2013/101 544/07

Andebe Group

eLearning.co.za

TAP
The Accelerator Programme

MEGRO LEARNING
GROWTH THROUGH LEARNING

NFINITY TRAINING GROUP (PTY) LTD

SPECCON HOLDINGS
CERTIFICATE
OF ACHIEVEMENT

MERSETA - MER/ACC/002048
TETA SETA - TETA06 - 112

MICT - ACC/2014/07/144
SERVICE SETA - ACC NO - 12270

Sasekani Maluleke

9211150445082

has successfully completed the course

Demonstrate an understanding of Wide Area Computer Networks (WANs), comparing them with Local Area Networks (LANs)

April 4th, 2024

Cert code: GU4lenGKJE

HT van der Westhuizen

HEINRICH VAN DER WESTHUIZEN
Managing Director

SU
SPECCON
HOLDINGS
2013/101 544/07

Andebe
Group

eLearning.co.za

TAP
The Accelerator
Programme

MEGRO
LEARNING
GROWTH THROUGH LEARNING

NFINITY TRAINING GROUP
(PTY) LTD

Sasekani Maluleke

9211150445082

has successfully completed the course

Demonstrate an understanding of different computer network architectures and standards

April 4th, 2024

Cert code: 6K0Gndha8Z

Academic Report

Sasekani Maluleke

Learnership / IT System Support NQF 5 v3

9211150445082

Thursday, 30 May 2024, 08:33

Activity	Unit Standard	Score
01. Demonstrate an understanding of issues affecting the management of a local area computer network - Lesson	114046	100.00
01. Demonstrate an understanding of issues affecting the management of a local area computer network - Logbook	114046	100.00
01. Demonstrate an understanding of issues affecting the management of a local area computer network - Summative	114046	100.00
02. Install and configure a multi-user networked operating system - Lesson	114047	100.00
02. Install and configure a multi-user networked operating system - Logbook	114047	100.00
02. Install and configure a multi-user networked operating system - Summative	114047	100.00
03. Administer a local area computer network - Lesson	114054	100.00
03. Administer a local area computer network - Logbook	114054	100.00
03. Administer a local area computer network - Summative	114054	100.00
04. Demonstrate an understanding of local area computer networks, by installing a networked workstation - Lesson	114060	100.00
04. Demonstrate an understanding of local area computer networks, by installing a networked workstation - Logbook	114060	100.00
04. Demonstrate an understanding of local area computer networks, by installing a networked workstation - Summative	114060	100.00
05. Install and commission a local area computer network - Lesson	114072	100.00
05. Install and commission a local area computer network - Logbook	114072	100.00
05. Install and commission a local area computer network - Summative	114072	100.00
06. Design a local area computer network for a departmental office environment - Lesson	114075	100.00
06. Design a local area computer network for a departmental office environment - Logbook	114075	100.00
06. Design a local area computer network for a departmental office environment - Summative	114075	100.00
07. Monitor and maintain a multi-user networked operating system - Lesson	114053	100.00
07. Monitor and maintain a multi-user networked operating system - Logbook	114053	100.00
07. Monitor and maintain a multi-user networked operating system - Summative	114053	100.00
08. Demonstrate an understanding of the concepts of Multi-User computer Operating systems - Lesson	114058	100.00
08. Demonstrate an understanding of the concepts of Multi-User computer Operating systems - Logbook	114058	100.00
08. Demonstrate an understanding of the concepts of Multi-User computer Operating systems - Summative	114058	100.00
09. Apply the principles of resolving problems for single-user and multi-user computer operating systems - Lesson	114183	100.00
09. Apply the principles of resolving problems for single-user and multi-user computer operating systems - Logbook	114183	100.00
09. Apply the principles of resolving problems for single-user and multi-user computer operating systems - Summative	114183	100.00
10. Demonstrate an understanding of Computer Database Management Systems - Lesson	114049	100.00
10. Demonstrate an understanding of Computer Database Management Systems - Logbook	114049	100.00
10. Demonstrate an understanding of Computer Database Management Systems - Summative	114049	100.00
11. Describe enterprise systems management and its role in IT systems support - Lesson	114056	100.00
11. Describe enterprise systems management and its role in IT systems support - Logbook	114056	100.00

Activity	Unit Standard	Score
11. Describe enterprise systems management and its role in IT systems support - Summative	114056	100.00
12. Test Networked IT systems against given specifications - Lesson	114066	100.00
12. Test Networked IT systems against given specifications - Logbook	114066	100.00
12. Test Networked IT systems against given specifications - Summative	114066	100.00
13. Administer security systems for a multi-user computer system - Lesson	114069	100.00
13. Administer security systems for a multi-user computer system - Logbook	114069	100.00
13. Administer security systems for a multi-user computer system - Summative	114069	100.00
14. Create database access for a computer application using structured query language - Lesson	114048	100.00
14. Create database access for a computer application using structured query language - Logbook	114048	100.00
14. Create database access for a computer application using structured query language - Summative	114048	100.00
15. Explain the principles of business and the role of information technology - Lesson	114050	100.00
15. Explain the principles of business and the role of information technology - Logbook	114050	100.00
15. Explain the principles of business and the role of information technology - Summative	114050	100.00
16. Use computer technology to research a computer topic - Formative	114076	100.00
16. Use computer technology to research a computer topic - Logbook	114076	100.00
16. Use computer technology to research a computer topic - Summative	114076	100.00
17. Writing business reports in Retail/Wholesale practices - Formative	8252	100.00
17. Writing business reports in Retail/Wholesale practices - Logbook	8252	100.00
17. Writing business reports in Retail/Wholesale practices - Summative	8252	100.00
18. Work as a project team member - Formative	120379 / 10135	100.00
18. Work as a project team member - Logbook	120379 / 10135	100.00
18. Work as a project team member - Summative	120379 / 10135	100.00
19. Conduct a technical practitioners meeting - Lesson	114051	100.00
19. Conduct a technical practitioners meeting - Logbook	114051	100.00
19. Conduct a technical practitioners meeting - Summative	114051	100.00
20. Demonstrate appropriate customer care in the context of IT support, according to a Service Level Agreement - Lesson	114052	100.00
20. Demonstrate appropriate customer care in the context of IT support, according to a Service Level Agreement - Logbook	114052	100.00
20. Demonstrate appropriate customer care in the context of IT support, according to a Service Level Agreement - Summative	114052	100.00
21. Demonstrate an awareness of ethics and professionalism for the computer industry in South Africa - Lesson	114055	100.00
21. Demonstrate an awareness of ethics and professionalism for the computer industry in South Africa - Logbook	114055	100.00
21. Demonstrate an awareness of ethics and professionalism for the computer industry in South Africa - Summative	114055	100.00
22. Demonstrate an understanding of estimating a unit of work and the implications of late delivery - Lesson	114059	100.00
22. Demonstrate an understanding of estimating a unit of work and the implications of late delivery - Logbook	114059	100.00
22. Demonstrate an understanding of estimating a unit of work and the implications of late delivery - Summative	114059	100.00
23. Demonstrate an understanding of WANs, comparing them with LANs - Lesson	114061	100.00
23. Demonstrate an understanding of WANs, comparing them with LANs - Logbook	114061	100.00
23. Demonstrate an understanding of WANs, comparing them with LANs - Summative	114061	100.00
24. Demonstrate an understanding of different computer network architectures and standards - Lesson	114074	100.00
24. Demonstrate an understanding of different computer network architectures and standards - Logbook	114074	100.00
24. Demonstrate an understanding of different computer network architectures and standards - Summative	114074	100.00
25. Final Integrated Exam: ITSS NQF 5 v3		0.00

This report does not signify completion of a course, it is merely a reflection of current progress