

3373 Manyame Park

Chitungwiza

07 April 2025

**RE: APPLICATION FOR AN INDUSTRIAL ATTACHMENT FROM April  
2025 TO March 2026**

Dear Sir/Madam

I am applying for an attachment position in your organization for a period of 12 months. I am currently pursuing a National Diploma in Information Technology.

The attachment position I am applying for will complement my studies by giving me the work-related experience needed to be fully competent in the information technology industry. I am positive that I am going to learn from your reputable organization.

Please find my attached curriculum vitae, industrial attachment release letter as well as my O level and information technology national certificates. I will gladly provide any other required information and details on request.

Yours faithfully

Tafadzwa M Matsikidze



MINISTRY OF HIGHER AND TERTIARY EDUCATION, INNOVATION,  
SCIENCE AND TECHNOLOGY DEVELOPMENT

**HARARE POLYTECHNIC**

P.O. Box CY 407, Causeway, Harare  
Herbert Chitepo West Avenue, Harare, Zimbabwe  
Telephone: +263 8677 000 343  
Email: [hararepoly@hrepoly.ac.zw](mailto:hararepoly@hrepoly.ac.zw)  
Website: [www.hrepoly.ac.zw](http://www.hrepoly.ac.zw)



All correspondence to be addressed to the Principal marked for the attention

of.....

Your Ref: .....

Our ref: .....

.....  
.....  
.....

Dear Sir/Madam


**RE: APPLICATION FOR INDUSTRIAL ATTACHMENT (OJET)**

This letter serves to confirm that MATSHIADZE TAFADZWA ID Number 63-2157829218 is a bonafide student at Harare Polytechnic in the Department/Division of ICT She/he is studying towards a NATIONAL DIPLOMA.

Students working towards achieving a qualification in the referred course are required to gain a practical industrial experience by completing a one year On the Job Education and Training which starts from APRIL 2025 to MARCH 2026. On the Job Education and Training is a supervised and approved programme of work and study that allows the student to apply knowledge and skills learnt at the institution in an industrial setting.

Harare Polytechnic values the assistance that industrialists give to its training and internship programmes and the institution will be grateful if you give our student a chance to do On the Job Education Training at your organisation.

I hope this information suffices.

  
D. T. Ruziwa  
Acting Principal



# TAFADZWA MATSIKIDZE

Hse No: 3373 Manyame Park

Chitungwiza

E-mail: [tmatsikidze00@gmail.com](mailto:tmatsikidze00@gmail.com) | Phone: 0787160530

LinkedIn Profile: <https://www.linkedin.com/in/Tafadzwa-matsikidze>

GitHub Profile: <https://github.com/tafadzwamatsikidze>

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## **PROFESSIONAL SUMMARY**

Motivated and passionate IT student currently pursuing a National Diploma in Information Technology at Harare Polytechnic, with a strong focus on web development, database systems. Skilled in front-end and back-end technologies including HTML, CSS, JavaScript, PHP, C++ and MySQL. I have knowledge of software engineering principles, data communication and networks and version control systems. Eager to gain real-world experience and contributing to innovative projects during industrial attachment.

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## **EDUCATION**

### **National Diploma in Information Technology**

*Harare Polytechnic*

*Expected Graduation: August 2026*

### **Relevant Courses:**

- Software Engineering
- C++
- Computer Architecture
- Data Communication and Networks
- Visual Basic.Net
- Mathematics and Statistics

### **Pending Course Results**

- Internet and Web Development
- Database Design
- Cybersecurity
- Data Structures

### **National Certificate in Information Technology**

*Christion College of Southern Africa*

*Year Completed: March 2023*

**ZIMSEC Ordinary Level (2015-2019)** Zengeza 2 high school

*With 7 subjects including English and Mathematics*

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### **TECHNICAL SKILLS**

- **Web Development** : HTML, CSS, JavaScript,
  - **Languages** : PHP, SQL, C++, VB.NET
  - **Tools** : Git, GitHub(basic knowledge), Visual Studio Code
  - **Databases** : MySQL (basic knowledge)
  - **Other** : IT Troubleshooting
- 

### **PROJECTS**

#### **1. Digital Clock** (HTML, CSS, JavaScript)

- Built a real-time digital clock
- Developed a clean, responsive digital clock with 12-hour notation
- Ensured full responsiveness across all device sizes
- **Live Demo:** <https://tafadzwamatsikidze.github.io/DIGITAL-CLOCK/>
- **GitHub:** <https://github.com/tafadzwamatsikidze/DIGITAL-CLOCK>

#### **2. Personal Portfolio Website** (HTML, CSS, JavaScript - In Development)

- Built an animated portfolio showcasing my projects and skills
- Implemented engaging CSS animations and transitions throughout
- Currently working on:
  - Completing responsive design implementation
  - Finalizing contact form functionality
  - Adding additional project case studies

**Live Demo:** <https://tafadzwamatsikidze.github.io/MyPortFolio/>

**GitHub:** <https://github.com/tafadzwamatsikidze/MyPortFolio>

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### **PERSONAL ATTRIBUTES**

- Responsible and Honest
- Proactive and self-motivated
- Passion for technology and innovation
- High level of attention to detail

- Ability to work under pressure and meet deadlines
  - Excellent communication and interpersonal skills
  - Effective decision-making skills
- 

### **PERSONAL DETAILS**

**Full Name** : Tafadzwa Matsikidze

**Date of Birth** : 13/05/2000

**Gender** : Male

**Marital Status** : Single

**Nationality** : Zimbabwean

**ID Number** : 63-2157829 Z 18

**Languages** : \_English & Shona

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### **REFERENCES**

**Mrs Mudondo** (*Harare Polytechnic IT HOD*): 071 542 7632

**Mr Siteka** (*Lecturer*): 071 949 8542

**Mr Mhande** (*Lecturer*): 073 434 4514

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ZIMBABWE

B N° 178518

MINISTRY OF HIGHER AND TERTIARY  
EDUCATION, INNOVATION, SCIENCE AND  
TECHNOLOGY DEVELOPMENT

*This is to certify that*

**TAFADZWA MIKE MATSIKIDZE**

*has been awarded the*

**NATIONAL CERTIFICATE**

*in*

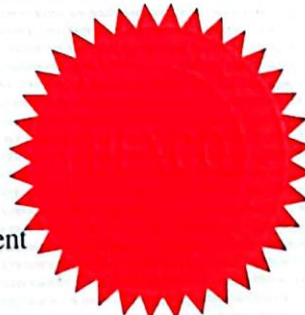
**INFORMATION TECHNOLOGY**

*on the* **30TH** *day of* **APRIL** **2023**

Having satisfied the Examiners in the designated areas, and  
is therefore entitled to the professional privileges and  
responsibilities emanating therefrom.

A handwritten signature in black ink, appearing to read 'M. Matsikidze'.

Secretary for Higher and Tertiary Education,  
Innovation, Science and Technology Development



HEMCO





## ZIMBABWE SCHOOL EXAMINATIONS COUNCIL

### ZIMBABWE GENERAL CERTIFICATE OF EDUCATION AT ORDINARY LEVEL

This is to certify that the candidate named below sat the Zimbabwe General Certificate of Education Examination at Ordinary Level and attained at least grade E in the subject(s) named.

MATSIKIDZE TAFADZWA M

010240/3231

EXAMINATION OF NOVEMBER 2018

ZENZEZA NO 2 HIGH SCHOOL

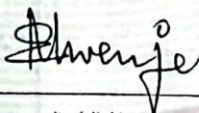
COMBINED SCIENCE  
MATHEMATICS  
ENGLISH LANGUAGE  
HERITAGE STUDIES  
SHONA LANGUAGE  
COMMERCE  
WOOD TECHNOLOGY AND DESIGN

C (c)  
E (e)  
E (e)  
D (d)  
C (c)  
E (e)  
C (c)

NUMBER OF SUBJECTS RECORDED  
NUMBER OF SUBJECTS GRADED C OR BETTER

SEVEN  
THREE



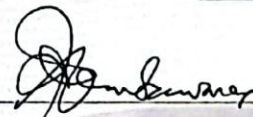
  
Prof. E. Mwenje  
Chairman - ZIMSEC Board

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This is a secure document using special  
papers and inks. Hold up to the light to  
verify that the Zimbabwe Bird watermark  
and embedded metal thread can be seen  
through the paper.



5297779



  
Dr L. Nembaware  
Director - ZIMSEC

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accuracy of this Certificate should there  
be an alteration, erasure, tear or if it is  
a photocopy.

See Conditions overleaf





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MATSIKIDZE TAFADZWA M

010240/3319

EXAMINATION OF NOVEMBER 2019

ZENZEZA NO 2 HIGH SCHOOL

MATHEMATICS  
ENGLISH LANGUAGE  
HERITAGE STUDIES  
COMMERCE

C (c)  
B (b)  
C (c)  
C (c)

NUMBER OF SUBJECTS RECORDED  
NUMBER OF SUBJECTS GRADED C OR BETTER

FOUR  
FOUR



*Edias Mwenje*

Professor Edias Mwenje  
Chairman - ZIMSEC Board



5580470



*Lazarus Nembaware*

Doctor Lazarus Nembaware  
Director - ZIMSEC

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See Conditions overleaf



REPUBLIC OF ZIMBABWE  
NATIONAL REGISTRATION

ID NUMBER **63-2157829 Z 18 CIT M**

SURNAME **MATSIKIDZE**

FIRST NAME **TAFADZWA MIKE**

DATE OF BIRTH **13/05/2000**

VILLAGE OF ORIGIN **CHANDIWANA**

PLACE OF BIRTH **HARARE**

DATE OF ISSUE **23/03/2021**

Signature of holder

Fingerprint

