

COVER LETTER

Dear Sir/Madam

I hereby forward my curriculum vitae to expressing my interest on an invitation for an internship program opportunity because I am sure it would strongly enrich my future studies and help me in my prospective career. I am a focused, disciplined, hardworking individual and team player.

Moreover, I consider this programme as a great opportunity to learn to take better control of my career. I am eager to enhance and refine my personal development within the organization and take on the challenges that lie ahead.

I understand I still need more exposure and proper guidance from experience professionals in your organisation where I can also apply my knowledge (where required) and learn new skills. I will endeavour to effectively perform all my tasks as required by the organization and maintain the standard as defined by the organization given the opportunity I will perform my duties with perseverance, dedication, and loyalty. It is my aim to make and be part of a successful team that is directly involved in making the organization a success, as I believe I have a role to play in making things a success.

I hope you will consider my application and looking forward to hearing from you.

Yours Truly,

Mbalenhle Hadebe

Curriculum Vitae

Mbalenhle Nomfundo Hadebe
2 Mhiri Street WF Nkomo
Pretoria
0183

Cell No: 062 288 7578

email: mbalirhhadebe@gmail.com

Contact Details

NAME

Mbalenhle Nomfundo

SURNAME

Hadebe

ADDRESS

2 Mhiri Street WF Nkomo,
Pretoria,
Gauteng,
0183

Personal Details

DATE OF BIRTH

14 October 1999

PLACE OF BIRTH

Dundee

CITIZENSHIP

South African

IDENTITY NUMBER

991014 1282 088

GENDER

Female

LANGUAGE PROFICIENCY

English and IsiZulu

EDUCATIONAL QUALIFICATIONS

QUALIFICATION	NAME OF INSTITUTE	YEAR OBTAINED
Matric	Dundee Secondary School	2017
IT Software Development	Tshwane University of Technology	In progress

SKILLS AND COMPETENCIES

<ul style="list-style-type: none">• Microsoft Office: Outlook, Word, PowerPoint and Excel (very well)• C++• PL/SQL• Cascading Style Sheet (CSS)• HTML• Oracle Database• Linux• Problem Solving• Business Analysis and Modeling
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I have good communication skills, Interpersonal Relations Skills, Interpretation skills, Analytical skills; I am Computer literate Microsoft word & excel and I have good time management skills. Planning, decision making, service delivery innovation, honesty, and integrity. Attention to detail and high levels of accuracy and excellent planning, organizing and time management skills. Ability to deliver high quality work standards. Ability to work independently with minimal supervision.

I work well in a team and independently (self-management) and have excellent analytical and creative skills, customer focus is always a priority, good technical skills, Service Orientated, problem skills and hardworking and organised.

References

Name	Position Held	Contact Details
Victor Nkhumise Ranko	Lecturer and WIL Coordinator	012-3829112/9938
Evidence Mabunda	Tutor	060 912 9775



REPUBLIC OF SOUTH AFRICA
NATIONAL IDENTITY CARD

Surname
HADEBE
Names
MBALENHLE NOMFUNDO
Sex
F
Nationality
RSA
Identity Number
9910141282088
Date of Birth
14 OCT 1999
Country of Birth
RSA
Status
CITIZEN



IK BEWYSBER DAT HIERDIE DOKUMENT 'N WARE AFDRUK (AFSKRIF) IS VAN DIE OORSPRONKELIKE DOKUMENT WAT AAN MY VIR WAARNEMING VOORGELÊ IS. EK BEWYSBER VERDER DAT, VOLGENS MY WAARNEMINGS, DAARNIE 'N WYSSING OF VERANDERING OP DIE OORSPRONKELIKE DOKUMENT ANGEBRING IS DIE.

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NAAM IN DRUKSKRIF / NAME IN PRINT *J G monyama*



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If found please return to the Department of Home Affairs For enquiry or verification purposes contact 9800 60 11 99

Date of Issue: **09 MAR 2016**

RSA

101519274



REPUBLIC OF SOUTH AFRICA

National Senior Certificate

Awarded to

MBALENHLE NOMFUNDO HADEBE

Identity number 9910141282088

Exam number 5172121030026

Subject

English Home Language

IsiZulu First Additional Language

Mathematics

Life Orientation

Geography

Life Sciences

Physical Sciences

Achievement

level

3

7

3

5

3

3

53

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This candidate is awarded the National Senior Certificate and has met the minimum requirements for admission to diploma or higher certificate study as gazetted for admission to higher education, subject to the admission requirements of the higher education institution concerned.

With effect from December 2017

M. S. LAKOETSU

Chief Executive Officer

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This certificate is issued without alterations or erasure of any kind.



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Council for Quality Assurance in
General and Further Education and Training
South Africa

0215152

See reverse for more information



Tshwane University
of Technology
We empower people

**Faculty Information and Communication Technology
(SOSHANGUVE CAMPUS) – Computer Science Department**

Enquiries: Mr. VN Ranko
Tel: 012-382 9112/9938

E-mail: rankovn@tut.ac.za
Private Bag X07, Pretoria North, 0116

TO WHOM IT MAY CONCERN

The letter certify that **Miss. Hadebe M.N** (Student number **219033176**) is a potential graduate for National Diploma in IT: Software Development from the Tshwane University of Technology.

It is my pleasure to recommend **Miss. Hadebe M.N** for a work integrated learning exposure as it is a requirement for the student to complete the diploma

The major fields of study in this diploma are:

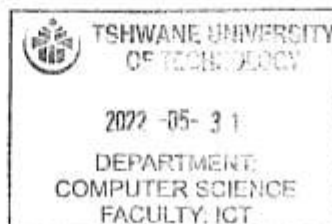
- Software Development (Programming)
- Mobile Development
- Business Analysis and Modelling
- Software Testing
- Database Design and Implementation

For the experiential training to add value to the student, we suggest that the students be assigned tasks and responsibilities that are aligned to his/her field of study. It is to be noted that the above mentioned fields of studies are only a guideline in this regard, any other Information Technology (IT) oriented projects and task may also be accepted. The duration of the industry exposure should be a minimum of **6 months**.

The student has consistently demonstrated an ability to rise to any challenges that he may face in his/her academic studies or any other endeavour.

In conclusion, I would like to state my strong recommendation for **Miss. Hadebe M.N**. If you have any further questions regarding his/her ability or this recommendation, please do not hesitate to contact me or my office using the information on this letter head.

Kind Regards,
Victor Nkhumise Ranko
Lecturer and WIL Coordinator
Department: Computer Science
Faculty: ICT
Building 20-115
Soshanguve South Campus
Tel: 012 382 9112





**Tshwane University
of Technology**
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Academic Transcript

Issuing Institution: Tshwane University of Technology PRO0141

Name : SAADBE MBELENGE MONTENO

Student Number : 219013176

Identity Number : 991019282088

Date of Birth : 14-OCT-1999

Year : 2019 NATIONAL DIPLOMA: INFORMATION TECHNOLOGY

Annual Result :

FIRST SEMESTER (JAN-JUN)	59 PASS
FOUNDATION ACADEMIC AND LANGUAGE SKILLS	51 PASS
FOUNDATION ICT MATHEMATICAL SKILLS	51 PASS
SECOND SEMESTER (JUL-DEC)	76 PASS WITH DISTINCTION
FOUND INFORMATION & SOFTWARE DEVELOP SKILLS	71 PASS
FOUNDATION PRESENTATION AND REPORTING SKILLS	71 PASS

Year : 2020 NATIONAL DIPLOMA: INFORMATION TECHNOLOGY

Annual Result :

FIRST SEMESTER (JAN-JUN)	71 PASS
COMPUTING FUNDAMENTALS IA	80 PASS WITH DISTINCTION
COMPUTING SYSTEM IA	67 PASS
DEVELOPMENT SOFTWARE IA	71 PASS
COMPUTING SKILLS IA	71 PASS
SECOND SEMESTER (JUL-DEC)	75 PASS WITH DISTINCTION
COMPUTING FUNDAMENTALS IB	72 PASS
COMPUTING SYSTEM IB	69 PASS
DEVELOPMENT SOFTWARE IB	69 PASS
COMPUTING SKILLS IB	88 PASS WITH DISTINCTION

Year : 2021 NATIONAL DIPLOMA: INFORMATION TECHNOLOGY (SOFTWARE DEVELOPMENT)

Annual Result :

FIRST SEMESTER (JAN-JUN)	56 PASS
DEVELOPMENT SOFTWARE IIA	52 PASS
INFORMATION SYSTEM IIA	60 PASS
SYSTEM SOFTWARE IIA	60 PASS
TECHNICAL PROGRAMMING I	51 PASS

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**Tshwane University
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Academic Transcript

Continued From Page 1

Issuing Institution : Tshwane University of Technology PRODI41

Name : HADEBE MBELENHLE NOMFUNDU

Student Number : 219033176

Identity Number : 9910141282088

SECOND SEMESTER (JUN-DEC)

DEVELOPMENT SOFTWARE IIB

INFORMATION SYSTEMS IIB

SYSTEM SOFTWARE IIB

TECHNICAL PROGRAMMING II

Date Of Birth : 14-OCT-1999

53 PASS

59 PASS

64 PASS

50 PASS

Year : 2022 NATIONAL DIPLOMA: INFORMATION TECHNOLOGY (SOFTWARE DEVELOPMENT)

Annual Result :

FIRST SEMESTER (JAN-JUN)

DEVELOPMENT SOFTWARE IIA

DEVELOPMENT SOFTWARE IIB

INDUSTRY EXPOSURE IIA

INFORMATION SYSTEMS IIA

INFORMATION SYSTEMS IIB

NO RESULT

NO RESULT

NO RESULT

NO RESULT

NO RESULT

I hereby declare that
HADEBE MBELENHLE NOMFUNDU
was a registered student at this university during the above mentioned
years and that his / her conduct was satisfactory.

REGISTRAR

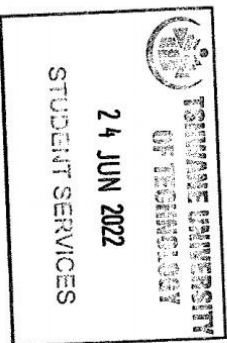
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**Tshwane University
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Academic Transcript

Continued from Page 2

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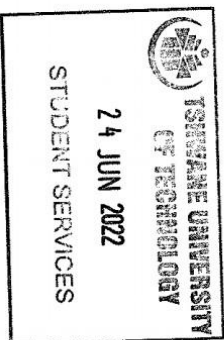
*National Level Key

6 - National First Degrees, National Diploma

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PHASE 2: SPECIFIC SKILL

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CERTIFICATE OF COMPLETION IN COMPUTER LITERACY

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AWARDED TO

SOUTH AFRICAN POLICE SERVICE
COMMUNITY SERVICE CENTRE
2022-02-04
DUNDEE
SOUTH AFRICAN POLICE SERVICE

Mbalehle Nomfundo Hadebe

ID nr: 9910141282088

14 May 2018

This course provides students with basic computer theory and practical use.

Topics covered:

- Word processing
- File management
- Computer management
- Office task completion
- Microsoft Word
- Microsoft Excel
- Internet browsing
- Email

[Signature]

Nosipho Magubane
Facilitator

IN PARTNERSHIP BETWEEN



MELUSI
CHRISTIAN
COMMUNITY