# **CURRICULUM VITAE OF MKHUSELI THISANI**

PERSONAL DETAILS

Date of birth : 01/06/1998

Identity number : 9806016344088

Gender : Male
Dependants : None
Marrital status : Single

Nationality : South African

Home language : isiXhosa
Other languages : English
Health : Exellent
Availability :Immediately

Residential Address: 30 "L" Street Tantyi Location Makhanda

Cell No :0682393292 | 0832302947

E-mail Address :mkhuselithisani7@gmail.com

Driving License : B2

**EDUCATIONAL QUALIFICATIONS** 

Institution : Ntsika secondary school

Highest Grade Passed : Grade 12 Year : 2018

TERTIARY EDUCATION

Course : Early Childhood Development

Institution : Rhodes University

Highest Level Passed : National Diploma Level 5

Year : 2022

### **ACQUIRED SKILLS**

- Good Communication Skills
- Computer Literacy (MS Office)
- Good interpersonal relations
- Attentive to Details
- Hard Worker
- > Fast Learner
- Trustworthy
- Excellent telephone manner
- Excellent verbal & written communication skills
- Excellent Numerical skills

- Leadership,team building and conflict resolution
- Keep and maintain the filing system
- Type basic letters and other correspondence

### **WORK EXPERIENCE**

## LAB FACILITATOR

Company : Click Foundation

(C.M. Vellem Healty Promoting School)

Period : (01 July 2021 – Present)

#### **Current Duties.**

Archives and Record Management

- Planning , organizing and teaching English First Additional Language Digital
- Design interventional strategies for learning difficulties in the Foundation Phase
- Upload data to SA SAMS and DDD dashboard
- Handout workbooks/textbooks to leaners.
- Prepare mark sheets.
- Maintain exam register.
- Distribute question papers & worksheets during exams.

#### **EDUCATOR ASSISTANT**

Company : Department of Education

: (Grahamstown District Office)

Period : ( 01st Dec 2020- 31 April 2021) Contract Ended

Current Duties.

Assist in physical assets verification.

- Assist in ensuring the delivery of a safe,efficient transport service for school children.
- Assist in the movement of Department GG vehicles and other transportation assets.
- Ensures the appropriate use, distribution, maintenance, repair and utilization of vehicles.

#### REFERENCE

Mr K.C Mfecane School Principal C.M.Vellem Health Promoting School 0827564725/0748725545 mfecanealik@gmail.com

Mrs Thandeka Bay
Deputy Principal
C.M.Vellem Health Promoting School
0781821145
thandekabay@gmail.com

Ms. Nompumelelo Frans
Grade R Head of Department
C.M.Vellem Health Promoting School
0827073010
Mpumiefran1250@gmail.com

Mrs Funiwe Christina Coko
Grade 1 & Grade 2 Head of Department
C.M.Vellem Health Promoting School
0835835397
funiwecoko@gmail.com