

**CURRICULUM VITAE**  
**OF**  
**MORATI HAROLD TABANE**

**PERSONAL DETAILS**

NAME : MORATI HAROLD  
SURNAME : TABANE  
ID NO : 820731 5527 088  
PASSPORT NO : A08857615  
GENDER : MALE  
MARITAL STATUS : MARRIED  
DEPENDENTS : 02  
DATE OF BIRTH : 31JULY 1982  
NATIONALITY : SOUTH AFRICAN  
HOME LANGUAGE : TSWANA  
DRIVERS LICENSE : CODE 10 (PDP)  
PHYSICAL ADDRESS : 2267 INOMFI STREET  
: OLIEVENHOUTBOSCH  
: EXTENSION 15  
: CENTURION  
: 0175  
POSTAL ADDRESS : PO BOX 10260  
: NOKANENG  
: LEFIFI  
: 0435  
CONTACT DETAILS : 072 696 5211/068 205 9127  
EMAIL : tabanemh@gmail.com

**EDUCATIONAL QUALIFICATIONS**

NAME OF SCHOOL : THUFANE HIGH SCHOOL  
HIGHEST GR PASSED : GRADE 12  
SUBJECTS : TSWANA  
AFRKAANS  
ENGLISH  
ACCOUNTING, BUSINESS ECONOMICS AND ECONOMICS

YEAR OBTAINED : 2001

NAME OF ACADEMY : TOP GEAR DRIVING ACADEMY  
AWARDED WITH : COMPACT DEFENSIVE DRIVING CERTIFICATE  
PROGRAMMES : DEFENSIVE DRIVING TUTORIAL  
: ON-ROAD DRIVER TRAINING

YEAR OBTAINED : 2019

## **HIGH SCHOOL PARTICIPATION**

MEMBER OF THE DEBATING  
SECOND CRICKET TEAM CAPTAIN  
MEMBER OF THE SCHOOR CHOIR

## **WORK EXPERIENCE**

**COMPANY** : EMBASSY OF IRELAND (GAUTENG)  
**POSITION HELD** : EMBASSY DRIVER  
**DUTIES** : Driving the ambassador, Embassy staff, delegates, Embassy guests to and from meetings, airports and events, Maintaining the technical condition, internal and external cleanliness of the official vehicle(s), Taking care of the maintenance of the vehicle(s) and if necessary, organize its repair, Keeping a timely and responsible record of the vehicle(s) and their usage, and maintaining records of fuel, other consumables and mileage for the vehicle(s), Delivering mail, invitations, parcels and documents to various institutions, bodies and organizations, etc. as well as receiving from them accordingly, Loading and unloading of the vehicle(s), as appropriate and transporting cargo and parcels to and from the Embassy, Taking Embassy vehicle(s) for maintenance, Providing administrative assistance to support the work of the Embassy, Purchasing of office consumables and collection of Embassy mail, Assisting in registering and licensing of the Embassy vehicles.  
**DURATION** : 01 NOVEMBER 2023 TO DATE

**COMPANY** : DROPPA COURIERS (GAUTENG)  
**POSITION HELD** : OWNER-DRIVER COURIER  
**DUTIES** : Collecting and delivering of cargo, parcels, documents, mail, furniture and other valuables to client's homes and at different companies and government departments in a timely and safe manner, Sort out deliveries according to destinations and record information for received and delivered times, Ensuring clients sign the invoices and delivery notes and give them their copies, Communicating with dispatchers and clients while I am busy making deliveries.  
**DURATION** : 01 FEBRUARY 2023 TO 30 SEPTEMBER 2023  
**REASON FOR LEAVE** : I sold my vehicle in order to cover for my daughter's university fees.

**COMPANY** : MAPS AV SOLUTIONS (GAUTENG)  
**POSITION HELD** : EXECUTIVE CHAUFFEUR  
**DUTIES** : Transporting directors to meetings,airports and hotels in different provinces across South Africa in a positive safety mindset,Planning and identifying venues before I can start a trip and assisting in preparing for presentations, Making sure the vehicle and the occupants are safe at all times from unforeseen circumstances which can pose risk e.g. hijacking,theft etc., Filling up of pre-trip checklist and travel log and reporting defects and incidents before,during and after trip to the line manager,Cleaning of assigned vehicle at all times when in use and ensuring it is roadworthy and in good functional condition,Driving carefully at all times and ensuring the safety of my passengers,other road users and being vigilant at all times on public roads, Keeping the vehicle mileage up to date and indicating the fuel and service costs,Orientating radio/music to my passenger type and the volume reduced in times of conversation and ensuring I listen to traffic report to avoid delays so I can be able to avoid congested routes,Assisting with other duties around the office as assigned by the immediate line manager,Providing passengers with advice on latest Re: Traffic that could possibly affect the travel,delivery and lifestyle,Always being flexible and able to adapt to abrupt changes in programmes at short notices.

**DURATION** : 01 NOVEMBER 2019 – 31 DECEMBER 2022  
**REASON FOR LEAVING** : CONTRACT ENDED

**COMPANY** : I-TECH SA NGO (GAUTENG,NORTH WEST,LIMPOPO & MPUMALANGA)  
**POSITION HELD** : DRIVER &MESSENGER  
**DUTIES** : Driving staff members to meetings in different provinces,Transporting clients from airports to the hotels,Collecting mail,Purchasing of office consumables, Transporting clinical trainers to different provinces and helping them in conducting trainings,Helping in the office with printing and binding,Keeping the vehicle clean and filling up the vehicle checklist and travel logs and always making sure my occupants and the vehicle are safe from unforeseen circumstances,Reporting defects and incidents before,during and after the trip to the line manager.

**DURATION** : 01 SEPTEMBER 2018 – 30 SEPTEMBER 2019  
**REASON FOR LEAVING** : CONTRACT ENDED

**COMPANY** : EPICENTRE AIDS RISK MANAGEMENT NGO (GAUTENG & MPUMALANGA)  
**POSITION HELD** : DRIVER & TEAM PLAYER  
**DUTIES** : Transporting executives to airports, hotels and meetings, Transporting Fieldworkers to their designated daily duty sites and helping them locate the selected households they are supposed to go and conduct the research in different provinces across South Africa using aerial maps, GPS and map book, Making sure the vehicle and my occupants are safe from unforeseen circumstances, Filling up the vehicle checklist and travel logs, Capturing the research participants data using tablet smartphone and laptop.  
**DURATION** : 01 APRIL 2016-31 JULY 2018  
**REASON FOR LEAVING** : CONTRACT ENDED

**COMPANY** : TSHWANE METERED TAXI (GAUTENG)  
**POSITION HELD** : DRIVER  
**DUTIES** : Transporting clients to hotels, homes, train stations, bus stations, schools, workplaces, airports and anywhere a client can request to be transported to across the borders of South Africa.  
**DURATION** : 04 JANUARY 2014-28 FEBRUARY 2016  
**REASON FOR LEAVING** : RESIGNED (DUE TO ARISING VIOLENCE BETWEEN UBER AND METERED TAXI)

**COMPANY** : GABALEME TRAVEL & TOURS (MPUMALANGA & GAUTENG)  
**POSITION HELD** : SHUTTLE DRIVER  
**DUTIES** : Transporting tourists to points of interest, Transporting commuters, Transporting school children and departments workers to rallies.  
**DURATION** : 11 JANUARY 2009-31 DECEMBER 2013  
**REASON FOR LEAVING** : RETRENCHED DUE TO COMPANY HAVING FINANCIAL CHALLENGES

**COMPANY** : RIAPHELA GENERAL SERVICES (GAUTENG & MPUMALANGA)  
**POSITION HELD** : DRIVER & MESSENGER  
**DUTIES** : Collecting construction material from the suppliers, Attending tender briefing meetings, Collecting mail, Taking vehicles for service, Cleaning the yard and helping in the office when don't have driving duties, Filling up the vehicle travel logs and checklist and always making sure the vehicle is roadworthy.  
**DURATION** : 01 MAY 2007-30 NOVEMBER 2008  
**REASON FOR LEAVING** : CONTRACT ENDED

**COMPANY** : MILLENNIUM EXPRESS COURIERS (GAUTENG)  
**POSITION HELD** : OWNER-DRIVER COURIER  
**DUTIES** : Delivering Virgin Money credit cards and parcels to clients.  
**DURATION** : 19 JUNE 2006-31 OCTOBER 2006  
**REASON FOR LEAVING** : CONTRACT ENDED

**COMPANY** : WIERDA MEUBELS (GAUTENG)  
**POSITION HELD** : DISPLAYER, MERCHANDISER,CUSTOMER ASSITANT&GENERAL WORKER  
**DUTIES** : Helping in displaying of furnitures around the shop,Cleaning and dusting the furnitures,store room and the shop,assisting customers.  
**DURATION** : 01 DECEMBER 2004-30 SEPTEMBER 2005  
**REASON FOR LEAVING** : COMPANY LIQUIDATED

**COMPANY** : SHEET STREET (GAUTENG)  
**POSITION HELD** : CASUAL CASHIER,MERCHANDISER,CUSTOMER ASSISTANT&GENERAL  
**DUTIES** : Assisting customers with what they required for their households,Cleaning the shop and packing of stock on the shelves and store room.  
**DURATION** : 01 MARCH 2004-30 NOVEMBER 2004  
**REASON FOR LEAVING** : RESIGNED (PERMANENT OPPORTUNITY ARISED)

**COMPANY** : PICK N PAY (GAUTENG)  
**POSITION HELD** : PACKER, FRUIT&VEG ASSISTANT, MERCHANDISER, STORE MAN  
**DUTIES** : Packing groceries for customers,Packing stock on the shelves,Helping customers with fresh fruits and vegetables,Cleaning the store room.  
**DURATION** : 01 OCTOBER 2002-28 FEBRUARY 2004  
**REASON FOR LEAVING** : FAMILY CIRCUMSTANCES&SITUATIONS

## **REFERENCE**

**CONTACT PERSON** : Ms. Belindah Phalatse  
**POSITION HELD** : PA TO AMBASSADOR @EMBASSY OF IRELAND  
**EMAIL ADDRESS** : [Belindah.Maboane@dfa.ie](mailto:Belindah.Maboane@dfa.ie)  
**CONTACT NUMBERS** : 012 452 1000 / 071 389 5494

**CONTACT PERSON** : Mr. LLOYD RUNGANGA  
**POSITION HELD** : FORMER HR MANAGER @I-TECH SA  
**EMAIL ADDRESS** : [Lloyd@ccisa.org.za](mailto:Lloyd@ccisa.org.za)  
**CONTACT NUMBERS** : 012 366 9300/ 082 898 6335

**CONTACT PERSON** : Ms. SOPHY MASOGA  
**POSITION HELD** : FORMER DIRECTOR @MAPS AV SOLUTIONS  
**EMAIL ADDRESS** : [Sophy.Masoga@gmail.com](mailto:Sophy.Masoga@gmail.com)  
**CONTACT NUMBERS** : 011 287 0377/ 076 096 3695 / 060 429 2707

**CONTACT PERSON** : Mr. SIMON TSHUKUDU  
**POSITION HELD** : COMMUNITY DEVELOPMENT PRACTITIONER @DSD  
**EMAIL ADDRESS** : [Kudu.sy@gmail.com](mailto:Kudu.sy@gmail.com)  
**CONTACT NUMBERS** : 012 721 3872/079 089 5628/067 426 7132

## **PERSONAL ATTRIBUTES**

I AM ABLE TO WORK UNDER PRESSURE AND CAN WORK ALONE AND IN A TEAM.  
I AM DISCIPLINED, FOCUSED, DEDICATED AND HAVE INTEGRITY.  
I HAVE GOOD INTERPERSONAL SKILLS WITH SAFETY MINDSET.  
I AM COMPETENT VERBALLY AND IN WRITTEN COMMUNICATION.

I HEREBY UNDERSIGN THAT THE INFORMATION ABOVE MENTIONED IN THIS DOCUMENT IS TRUE AND COMPREHENSIVE OF ALL MY RELEVANT PARTICULARS AND I AM A HARD WORKER, AMBITIOUS AND STRIVE TO BE CHALLENGED TO OUT-BROADEN MY SKILLS AND EXPERTISE. I AM LOYAL, NEAT AND PUNCTUAL AND AGREE TO ABIDE BY THE CONDITIONS LAID DOWN AS THE CODE OF CONDUCT IN AN ORGANIZATION.

Mr. TABANE MH: \_\_\_\_\_