

MOKONE LEVY MOKGADI

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854 Block AA Soshanguve Tshwane 0152

Motivation Letter

Application for employment

I hereby forward my curriculum vitae

I wish to apply the Current Position available in your organization. I'm confident that I have knowledge and skills to professionally fulfill the position as required by the organization.

I'm eager to enhance and refine my personal development within the organization and take on the challenges that lie ahead.

I will effectively perform all my tasks as required by the organization and and maintain the standard as defined by you. Given the appointment I will perform my duties with perseverance, dedication and loyalty. It is my aim to be part of a successful team that's directly involved in making the organization a success as I believe I have a role to play in making things a success.

I hope my application will receive your favourable consideration.

Yours Sincerely

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Objective

I'm a highly motivated and ambitious person able to give timely guidance, support, advice and training to team members and individuals. I possess excellent management skills can work with the minimum supervision while leading a team of 12 or more. Having ability to lead by example consistently hitting the targets, improving best practices and time organisation efficiently. I'm looking forward to making significant contribution as team member or team leader with a company that offers genuine opportunity for progression.

Experience

- **I-TECH SA** 01 August 2013 - 31 September 2016
Programme Officer
Supporting of regional offices in North West Province.
Fleet Management
Report Collation
Stakeholder management
Community Training
- **Aurum Institute** 11 October 2010 - 30 July 2013
Recruitment and Retention Team Leader
Community training
Community Mobilisation
HIV Testing and Counselling
Leading the Recruitment and Retention Team
- **Setshaba Research Centre** 01 September 2009 - 08 October 2010
Recruitment Officer
Creating Community Awareness
Participant Recruitment and follow ups

Education

- **University Of Washington** 2015
Leadership and Management in Health Short course recent
88%

Skills

- Presentation Training Reporting and report writing Facilitation

Projects

- **Re Mmogo Pholong**
Provision of health services and Referral to farming community in Bloemhof and Surrounding areas. Assisting with HIV and health Screening in Higher Education Institutions in North West Province.

Results:
Completed

Reference

- **Dr. Peal Selepe - "Aurum Institute"**
Principal Investigator
0824940748
- **Mr. J Skhosana - "Setshaba Research Centre"**
SBC Study Coordinator
0127992422
- **Dr. Matsontso Mathebula - "Medunsa Clinical Research Unit"**
Principal Investigator
0125215714