

MAPHOLI MUTSHIDZI

1654 North Road, Rynfield, Benoni, 1501

+27 81 828 5023

Mmordecarii@gmail.com

PROFILE

Data-driven International Development professional with expertise in Development Studies, Gender Studies, and Data Analysis. Experienced in research, program evaluation, and stakeholder engagement. Proven ability to manage projects, conduct qualitative and quantitative research, and utilize data to inform decision-making. Currently pursuing a Data Analysis Short Course at the University of Cape Town, with practical skills in data visualization and statistical analysis.

EXPERIENCE

Department of Agriculture, Land Reform and Rural Development (DALLRD)

Property Management Intern

July 2021 – June 2023

1. Facilitating Community Resolutions:
 - Successfully mediated and resolved issues related to township establishment, mining, shopping malls, complex developments, filling stations, Eskom servitudes, pipelines, and cellular masts.
 - Organized and conducted site inspections to assess land use and identify beneficiary occupants.
 - Resolved land boundary disputes involving state land to ensure equitable solutions.
2. Project Management and Reporting:
 - Compiled and submitted monthly and quarterly project reports to the District Management Committee (DMC).
 - Maintained and updated property management project records, tracking progress and opening new files for incoming applications.
3. Administrative Support:
 - Coordinated daily planning and scheduling for site inspections and community resolution meetings.
 - Managed incoming and outgoing correspondence and maintained filing systems for efficient record-keeping.
5. Stakeholder Engagement and Communication:

- Worked closely with communities, government entities, and other stakeholders to address and resolve development-related challenges.

EDUCATION

Thohoyandou Secondary School

January 2011 – December 2015

Commerce (Accounting, Economics, Business Studies)

University of Venda

January 2016 – December 2018

Bachelor of Arts in Development Studies

University Of Venda

January 2019– December 2019

Honours Degree in Gender Studies

Maynooth University

September 2023-September 2024

Master of Arts in International Development

University of Cape Town

November 2024-January 2025

Data Analysis Short-course

SKILLS

Technical Skills

Statistical Software

- Excel- Beginner formulas, Pivot tables and Power Query, and Data visualization

Microsoft Office Suite

- Word, Power-point, Outlook, and Excel

Data Analysis

- Qualitative and Quantitative: Data manipulation and interpretation

Soft Skills

Research and Report writing

Project Management & Stakeholder Management

Community Outreach & Advocacy

Certifications

- **Project Management Training**
DMC Learning- Ireland

Scholarships

Ireland Fellowship Programme (IFP)

- Awarded in 2023 by the Irish Council for International students

Languages

English:

Advanced

Fluent in written and spoken English. Used professionally in business and academic settings.

Tshivenda:

Native

Reference

Molatelo Florence Makhuvha
Senior Project Officer
DALRRD

Molatelo.makhuvha@dalrrd.gov.za

+27 71 607 7928

Nsizwazonke Ephraim Yende
Lecturer
University of Venda

+27 79 792 0064

Dr Tom Campbell
Master's Lecturer & research supervisor
Maynooth University

tom.campbell@mu.ie

+353 1 474 7358