### Masombuka James

Stand No 30320 Matshiding 0790756914 Masombukajamesthanda@gmail.com

### **EXPERIENCE**

### **SKILLS**

#### Uhuru services (NPO)

3. January 2020 - 31 December 2020

Data Capturer

1

One year work experience

### Nkangala Tvet College Cn Mahlangu campus

January 2021 - 27 April 2023

Administrative assistant

Internship

### Sovetjheza secondary school

02 May 2023 - 31 September 2023

Administrative assistant

5 months contract appointed as Administration

assistant

### **EDUCATION**

### Nkangala Tvet College Cn Mahlangu campus

707

Management assistant N6

Certificates N4,N5 and N6

#### REFERENCE

Mahlangu Thabsile - Nkangala Tvet College Cn Mahlangu

Exam office

0822558673

Princess NKwana - Uhuru services (NPO)

Supervisor

0715159679

Computer practice, Office practice, Communication and information processing

### NOTICE OF PERSONAL PARTICULARS

1. Any changes to the personal particulars in your ID Book must be communicated to all relevant parties.

### NOTICE OF CHANGE OF ADDRESS

- 1. Keep the NOTICE OF CHANGE OF ADDRESS form in this pocket to report a change of address or a change in particular of your present address e.g. name of street and/or street number etc.
- 2. Hand in at or post to the nearest regional/district office of the DEPARTMENT OF HOME AFFAIRS



SURNAME MASOMBUKA



FORENAMES JAMES

COUNTRY OF BIRTH SOUTH AFRICA DATE OF BIRTH 1988-10-21



DATE ISSUED 2011-02-15

ISSUED BY AUTHORITY OF THE DIRECTOR-GENERAL HOME AFFAIRS



SOUTH AFRICA

DRIVING LICENCE ILAYISENSE YOKUTJHAYELA CARTA DE CONDUCAO

IDNO: 02/8810216048086



SOUTH AFRICAN POLICE SERVICE

COMMUNITY SERVICE CENTRE

2023 -10- 114

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SOUTH AFRICAN POLICE SERVICE

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### DEPARTMENT: HIGHER EDUCATION AND TRAINING REPUBLIC OF SOUTH AFRICA

## CERTIFICATE OF ACHIEVEMENT N6

MANAGEMENT ASSISTANT

AWARDED TO

MASOMBUKA JAMES

IDENTITY NUMBER

8810216048086

WITH EFFECT FROM

2019-07-01

### **INSTRUCTIONAL OFFERINGS PASSED**

\* INDICATES DISTINCTION

OFFICE PRACTICE N6 COMMUNICATION N6 INFORMATION PROCESSING N6

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Director-General

Issued by the Director-General of the Department of Higher Education and Training under delegated authority from the Quality Council for Trade and Occupations



SERIAL NUMBER

H11321503





H11038249

DEPARTMENT: HIGHER EDUCATION AND TRAINING REPUBLIC OF SOUTH AFRICA

# CERTIFICATE OF ACHIEVEMENT

MANAGEMENT ASSISTANT

AWARDED TO

MASOMBUKA JAMES

IDENTITY NUMBER

8810216048086

WITH EFFECT FROM

2017-07-01

#### **INSTRUCTIONAL OFFERINGS PASSED**

\* INDICATES DISTINCTION

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COMPUTER PRACTICE NS
OFFICE PRACTICE NS

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**Examination Officer** 

Director-General

Issued by the Director-General of the Department of Higher Education and Training under delegated authority from the Quality Council for Trades and Occupations



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SERIAL NUMBER

H 11038249

SOUTH AFRICAN FOLICE SERVICE

COMMUNITY SERVICE CENTRE

2023 -10- 04

SIYABUSWA

SOUTH AFRICAN POLICE SERVICE



H10257298

# DEPARTMENT: HIGHER EDUCATION AND TRAINING REPUBLIC OF SOUTH AFRICA CERTIFICATE OF ACHIEVEMENT N4

MANAGEMENT ASSISTANT

**AWARDED TO** 

MASOMBUKA JAMES

**IDENTITY NUMBER** 

8810216048086

WITH EFFECT FROM

2014-12-01

#### **INSTRUCTIONAL OFFERINGS PASSED**

\* INDICATES DISTINCTION

INFORMATION PROCESSING N4

OFFICE PRACTICE N4

COMMUNICATION N4

COMPUTER PRACTICE N4

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Examination Officer

**Director-General** 

Issued by the Director-General of the Department of Higher Education and Training under delegated authority from the Quality Council for Trade and Occupations 29576063X



SERIAL NUMBER

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### National Senior Certificate

Awarded to

James Masombuka

Identity number 8810216048086

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This candidate is awarded the National Senior Certificate and has met the minimum requirements for admission to 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 2012

M.S. LAKONETS

Chief Executive Officer

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

3803293

(See reverse for more information)