

Maphuthe go Mphahlele

Diploma In Business
Management

Contact

Address

86 -15 Avenue Alexandra
Johannesburg , Gauteng
07100

Phone

0712306794

E-mail

Mphahlelemelody03@gmail.
com

SKILLS

- Relationship Building
- Analytical Thinking
- Emotional Intelligence
- Problem Solving
- Accountability
- Conflict Management

LANGUAGES

Sepedi

English

Results-driven business graduate with a solid foundation in business principles, financial management, marketing, and human resources. Passionate about applying strategic planning, problem-solving, and leadership skills to drive organisational growth in a dynamic business environment. Seeking a challenging role such as Business Analyst, Operations Manager, or Marketing Coordinator.

Work History

2021-01 -
2021-12

Assistant learners support

Fundawande, Lenting primary school

- 1. Supported foundation learners with administrative and academic assistance, enhancing their learning experience.
- 2. Developed organisational skills through efficient task management and teamwork.

2018-07 -
2020-02

Personal Assistant

Old mutual, Lebowakgomo

- Results-driven and organised Personal Assistant with experience in managing schedules, coordinating travel, and providing administrative support to senior executives. Proficient in MS Office and Google Suite.

Education

2018-01

Diploma: business management

Capricorn Tvet college - Polokwane
Graduated with diploma

2015-01

Matric certificate

Chueuckgolo secondary school - Lenting ga mphahlele
Matriculated

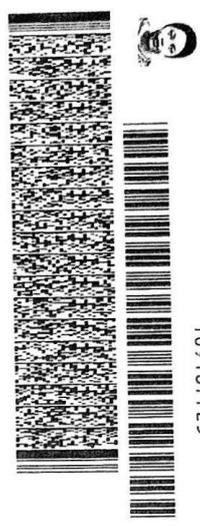
References

Old mutual
Mr Makgapeetja
Financial Advisor
0156330139
Fundawande
Miss Mahlatse Kubjane
Mentor
+27 15 753 0711
mahlatsekubjane@fundawande.org

HOBBIES AND INTERESTS

Creative writing, Sports (team participation)

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 FUNCTION NUMBER: RANK:
 NAAM IN DRUKSKRIF: 
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SOUTH AFRICAN POLICE SERVICE
 HRD/TRAINING
 2026 -02- 02
 AFLE: AANSE:



Surname: MAPHALELE
 Names: MAPHUTHOGO
 Sex: F
 Nationality: RSA
 Identity Number: 9512310376087
 Date of Birth: 31 DEC 1995
 Country of birth: RSA
 Status: CITIZEN

REPUBLIC OF SOUTH AFRICA
NATIONAL IDENTITY CARD





REPUBLIC OF SOUTH AFRICA

National Senior Certificate

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NAAM IN DRUKKERS / NAME IN PRINT.....

MAPHUTHEGO MPHAHLELE

Identity number 9512310376087

Subject	%	Achievement level
Sepedi Home Language	66	5
English First Additional Language	44	3
Mathematical Literacy	35	2
Life Orientation	66	5
Accounting	45	3
Business Studies	45	3
Economics	48	3



This candidate is awarded the National Senior Certificate and has met the minimum requirements for admission to diploma or 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 2015

M. S. LAKOMETS
Chief Executive Officer

160 1207 4065 Y



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South Africa

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DEPARTMENT: HIGHER EDUCATION AND TRAINING
REPUBLIC OF SOUTH AFRICA

NATIONAL *N* DIPLOMA BUSINESS MANAGEMENT

AWARDED TO

MPHAHLELE MAPHUTHEGO

IDENTITY NUMBER

9512310376087

WITH EFFECT FROM

2021/03/01

MINIMUM TRAINING PERIOD: 3 YEARS

* INDICATES DISTINCTION

COMPUTER PRACTICE	N4	N5	N6
ENTREPRENEURSHIP AND BUSINESS MANAGEMENT	N4	N5	N6
FINANCIAL ACCOUNTING	N4	N5	N6
MANAGEMENT COMMUNICATION	N4		
SALES MANAGEMENT	N5	N6	

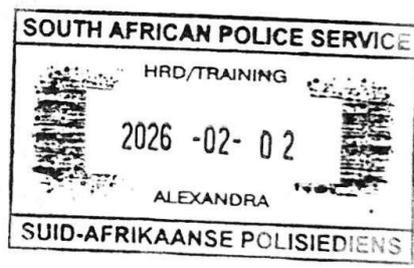
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HANDTEKENING / SIGNATURE:

MAGNOMMER / FORCL NUMBER: 762211 RANG / RANK: O2

NAAM IN DRUKSKRIF / NAME IN PRINT: Mphahlele Maphuthego



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



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