
Omega Thabang Masonganya

Y89 Vumbuka Sotho section, vosloorus, 1475, Gauteng

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in Omega Thabang Masonganya

PROFILE SUMMARY

Motivated and dedicated Bachelor of administration with Organisational Psychology student with a strong academic record, tutoring experience, and foundational knowledge in Human Resource Management. Recognised for academic excellence through achievements such as GradStar Top 500, Golden Key Honour Society, and Dean's List recognition. Skilled in communication, teamwork, administration, data capturing, and problem-solving. Seeking opportunities in Human Resources, administration, learnership and internships programmes, or related fields where I can contribute to people development, organisational effectiveness, and continuous growth.

EXPERIENCE

05/04/2025 -
19/11/2025

- **Tutor**
Gradesmatch (Pty) Ltd
 - Provided academic support to university students through one-on-one and group sessions.
 - Assisted students with understanding course material and completing assignments.
 - Applied strong communication, problem-solving, and interpersonal skills.
 - Maintained records and monitored student progress.

26/05/2022 -
07/01/2023

- **General worker**
Pistorius farms
 - Picked, packed, and prepared agricultural products for distribution.
 - Maintained cleanliness and organisation of the work environment.
 - Assisted with loading products for delivery.
 - Worked effectively within a team and followed workplace procedures.

EDUCATION

In progress

- **North-West University – Mahikeng Campus**
Bachelor of Administration in Organisational Psychology

2021

- **Villa Liza Secondary School**
National Senior Certificate
79%

2026

- **Alison Academy**
Modern Human resources management higher certificate
80%

2026

- **OSH Academy Occupational safety and health training**
Introduction to OSH Academy certificate

2026

- **National school of government**
Introduction to strategic human resources management certificate

2025

- **Afrika Tikkun-Microsoft Elevate**
101 Works with computers Certificate

PERSONAL DETAILS

- Date of Birth : 01/02/2002
- Nationality : South African
- Gender : Male

SKILLS

- Microsoft Office (Word, Excel, PowerPoint)
- Data Capturing & Record Keeping
- Administration Support
- Human Resource Administration
- Recruitment & Selection
- Customer Service
- Communication Skills
- Teamwork & Collaboration
- Leadership & Relationship Building
- Problem Solving & Analytical Thinking
- Adaptability & Time Management
- Filing and Document Management
- Picking and packing

ACHIEVEMENTS & AWARDS

- GradStar Top 500 Student (2024 & 2025)
- Golden Key Honour Society Member (2024)
- Dean's List Recognition (2024)
- GCRA Bursary Recipient for academic excellence
- Top 3 Matric Student from a non-fee-paying school
- ABSA CSI Trust Programme Award Recipient

INTERESTS

- Research and Reading
- Community Development
- Film Production and Creative Projects
- Foreign Exchange Market Analysis

LANGUAGES

- English – Fluent
- Sepedi – Fluent
- Sesotho – Fluent
- Setswana – Fluent
- isiZulu – Conversational
- isiXhosa – Conversational
- Afrikaans – Basic
- Xitsonga – Basic

REFERENCE

- **Aviwe Sobantu - Gradesmatch (Pty) Ltd**
Administrator
aviwe@gradesmatch.co.za
0763536018

PROFESSIONAL MEMBERSHIP

- Member: South African Board for People Practices (SABPP)
- Member: Society for Industrial and Organisational Psychology of South Africa (SIOPSA)