GOITSEONE MOZIKAISE QHINA

PROFESSIONAL SUMMARY

I would like to secure a job where I can add value based on my educational background and job expertise. I am passionate about working with different people on different projects, learning from others as I also add based on what I know. I have strong characteristics of confidence, integrity, objectivity and competency. I keep attention to detail with a passion for accuracy. I am client orientated and customer focused.
I am always prepared to put my knowledge and abilities to deliver the best results in everything that that I do, while gaining immeasurable experience and skills to advance in my career pursuit. I am also self-motivated, goal orientated, driven and an individual who believes in lifting and empowering others through the knowledge I have acquired, and experiences gained overtime.

PERSONAL DETAILS

Contact	:	079 4444 463
E-mail address	:	muzi.gp@gmail.com
Location	:	Letlhabile,Brits 0264
Nationality	:	South African
EE	:	Black Male
Licence	:	Code 10-C1

CORECOMPETENCIES

- Competent in Microsoft Word, Power Point, Excel, SAP, and Pastel.
- Good understanding of applicable laws, standards, and specifications.
- Ability to manipulate precise and intricate ideas.
- Construct logical arguments and expose illogical arguments.
- High levels of accuracy by keeping attention to detail and correctness.
- Quantitative reasoning
- Always maintain a proactive approach in the working environment for ease in taking ownership and accountability.
- Analytical thinking
- Research and Run-Data analysis skills and good in promoting participation for projects.
- Ability to accurately track inventory and compile reports.
- Highly motivated, energetic, Sound judgement and good reasoning abilities.
- Good managerial and interpersonal skills and ability to work under pressure.
- Time management, Organizational and planning skills.
- Great team player and can work well independently.
- I have high level of leadership and decision-making skills.
- Excellent verbal and written communication skills.

WORK EXPERIENCE

Company Name : Molelwaneng Primary School
Position : Assistant Teacher (Psychosocial Care and Support)
Duration : April 2023 – November 2023 **(Contract Ended)**

Company Name : Department of Statistics S.A
Position : Listing and Publicity Officer
Duration : 04 June 2025 – 11 September 2025 **(Contract Ended)**

EDUCATION

Institution : **Eletsa Secondary School**
Qualification : Matric
Status : Completed

Institution : **Damelin**
Qualification : Sound Technology/Engineering
Status : Completed

Institution : **Oxbridge Academy**
Qualification : Diploma in Legal Studies
Status : Completed

ACHIEVEMENTS

- **Certified Course In Occupational in Health and Safety.**
- **Certified ADT Operator.**
- **Certified Course of Safety and Health in Construction.**

GOALS

- To become an excellent and taking up challenging work in the Industrial structure with creative and diversified Projects and to be part of a Constructive and fast-Growing World.
- To make a position for myself in the competitive corporate world and contribute to achieving the goals on both professional and personal level.
- To work in an environment that challenges me to improve and constantly thrive for perfection in all the tasks allotted to me so that I can be able to showcase my skills.

REFERENCES

- Mrs. D. Lebethe (Molelwaneng P. School) 082 396 9356
- Mr. E. Moseki. (District Manager, Stats S.A) 082 933 3908
- Mr. L. Matomane (Pastor) 072 770 8527