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|  Curriculum vitae of |
| Kgololo Andries Mokala |
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**PERSONAL DETAILS**

Surname : Mokala

First names : Kgololo Andries

Date of birth : 1990 March 07

Identity numbers : 9003 07 5909 080

Nationality : South African

Gender : Male

**ADVANCED PERSONAL DETAILS**

Home language : Setswana

Marital status : Single

Health : Excellent

Criminal record : None

Driver’s license : Learner’s License

**CONTACT INFORMATION**

Cell numbers : 073 520 9312

Next of kin (father) : 076 16 30391

Postal address : E 13332

 : Zone 4

 : Thaba ‘Nchu

Postal code : 9780

E-mail address : kgololo@yahoo.com

**LANGUAGE PROFICIENCY**

**Language** : **English Afrikaans Setswana Sotho German**

Speak : excellent : average : excellent : fair : average

Read : excellent : excellent : excellent : excellent : excellent

Write : excellent : excellent : excellent : fair : excellent

Understand : excellent : average : excellent : excellent : average

**EDUCATION**

**SCHOOL EDUCATION**

Name of school : **Moroka High School**

Highest grade passed : **Grade 12**

Year passed : **2007**

**SUBJECTS SYMBOL**

English First Additional Language (HG) : D

Afrikaans Second Additional Language (HG) : C

Setswana First Language (HG) : B

Business Economics (HG) : B

Accounting (SG) : D

Economics (SG) : C

**TERTIARY EDUCATION**

Name of Institution : **Central University of Technology, Free State**

Qualification obtained: **National Diploma Human Resources Management**

Year obtained : **2010**

 : **SUBJECTS Remark**

First year subjects passed : Labour Law PD: distinction

 : Business Management I PD: distinction

 : Personnel Management I P : pass

 : Accounting for Personnel Practitioners P : pass

 : End User Computing P : pass

Second year subjects passed

 : Communication in English P : pass

: Business Management II PD: distinction

 : Personnel Management II P : pass

 : Management of Training I P : pass

 : Industrial Relations I PD: distinction

Third year subjects passed

 : Business Management III P : Pass

 : Personnel Management III PD: Distinction

 : Management of Training II PD: Distinction

 : Industrial Relations II PD: Distinction

**OTHER SHORT COURSES COMPLETED**

Name of institution : **HTW Aalen University (Germany)**

Qualification obtained : **International business studies certificate**

Year obtained: **2011**

**SUBJECTS : ECT Grade : Remark**

 : Strategic management : B : Very good

 : Organizational behavior/studies : B : Very good

 : Globalization, theory and practice : B : Very good

 : Business English : A : Excellent

 : Corporate strategy : D : Satisfactory

 : Negotiation techniques : C : Good

 : Case studies and planning games: B : Very good

**Current qualification : Bachelors Degree in Human Resources Management**

Year : **2011**

Progress : **Continuous**

**SUBJECTS**

: Advanced management of training IV

 : Advanced Human Resources management IV

 : Advanced Industrial management IV

 : Research methodology

 : Advanced Strategic management IV

 : Advanced Organizational behavior

**COMPUTER LITERACY**

 : Microsoft Word

: Microsoft Excel

: Microsoft PowerPoint

: Internet Explorer

: E-mail

**ACHIEVEMENTS AND AWARDS**

Award : Boitsanape Computer Solutions Award

Year : 2005

Institution : Moroka High School

Award : Boitsnanpe Computer Certificate

Year : 2007

Institution : Moroka High School

Award : Reading Development Certificate

Year : 2008

Institution : Central University of Technology, Free State

Award : Human Resource Society Certificate

Year : 2008

Institution : Central University of Technology, Free State

Award : Wellness Worker Certificate

Year : 2009

Institution : Central University of Technology, Free State

Award : Peer Educator Certificate

Year : 2009

Institution : Central University of Technology, Free State

Award : Lesedi le chabile HIV & AIDS training certificate

Year : 2010

Institution : Central University of Technology Free State

**EXTRA MURAL ACTIVITIES**

Wellness Worker : 2009-2011

Human Resources Society Member : 2008-2010

Students in Free Enterprise Member : 2009-2010

South African Students Congress : 2009-2010

Young Communist League Member : 2009-2010

Leadership

Vice Chair-Person : Wellness Workers (2010)

**REFERENCES**

**Personal References**

Name : Mr. M. E. Monchusi

Company : TFD

Position : Assistant Driver

Relationship : Former Classmate (2005-2007)

Contact nr : 078) 697 5183

**Academic References**

Name : Mrs. M. E. Meje

Position : Teacher

Relationship : Former Business Management Class Teacher (2005-2007)

Institution : Moroka High School

Contact Nr : (083) 883 4413

Name : Mr. S. F. Jafta

Position : Lecturer

Relationship : Former Business Management Lecturer (2009)

Institution : Central University of Technology, Free State

Contact NR : (084) 659 0894

Name : Mrs. M. E. Mathibe

Position : Social Worker

Relationship : Wellness Worker Mentor

Office contact: 051 507 3443

**PERSONALITY**

Introverted but sociable

Agreeable and willing to explore new possibilities

Responsible and respectful

Clean and very hygienic

**HOBBIES**

: Watching reality TV & Talk shows

: Reading Newspapers

: Taking part in Public Debates

**MOTTO**

*“The environment never throws at us what we cannot overcome. Taking initiative is the first step to making it happen”.*

**DECLARATION**

I **Kgololo Andries Mokala** declare that; the above information is to the best of my knowledge true, accurate and a true account/reflection of my work & profile.

**Note:** all the awards and accreditations included are available should they be required & for any further clarification or information from my side my contact details provided above can be used at all times.

 Signature \_\_\_\_\_\_\_\_\_\_\_\_\_

 Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_