

23 Caldene Drive
Hyde Park Gardens
Ladysmith
3370

Dear Sir/Madam

TO WHOM IT MAY CONCERN

I Vuyisile Mntambo hold a National Diploma in Surveying and I am registered with Council of Surveyors in South Africa (PLATO) as an Engineering Survey Technician to serve before council with 3 years of work experience, under Maluti-a-Phofung Municipality SPLUM , Human Settlements and Traditional Affairs Department.

I am an efficient, hardworking person and keen on improving my working skills. I am self-motivated, ambitious, perfectionist and enjoy challenges. I have an incredible deductive mind and love to communicate my ideas. I also work well under pressure and possess the confidence and ability to work unsupervised and on my own initiative.

I am sure that I can make a positive contribution to your company and would like to have the opportunity to prove myself.

Should you wish to interview me I am available at anytime convenient to you and can be reached at the following number 063-2070-523.

Yours Sincerely



V.V. Mntambo



Local Municipality • Mmasepala wa setehae • Plaaslike Munisipaliteit

Date: 04/04/2018
Enquiries: T. Makhubele
Tel: 058-718-3832

Ref. 15/2/2

Dear Sir/Madam

CONFIRMATION LETTER

I, the undersigned, hereby attest that: Vuyisile Venetia Mntambo, born on the 5th of June 1990 has been employed in our office since August 2nd 2016 up to date. Throughout her time with our organization, she demonstrated critical skills that would make her an excellent employee at your company.

Vuyisile did a terrific job in her position and is an asset to our organization during her tenure with the office. She has excellent written and verbal communication skills, is extremely organized, can work independently, and is able to effectively multi-task to ensure that all projects are completed in a timely manner.

Vuyisile is always willing to offer her assistance and had an excellent rapport with the many constituents served by our office including clients, employers, and other professional organizations. This would be particularly valuable for your company, as we believe you are looking for a candidate who can effectively communicate with people across departments.

She would be an asset to any employer, and I wholeheartedly recommend her for any endeavor she chooses to pursue.

I take advantage of this opportunity to thank Miss Mntambo for the excellence and quality of the work she is providing within our company and wish her all the best for both her professional and personal future.

Sincerely,

T.S. MAKHUBELE
ACTING CHIEF TOWN PLANNER: SPLUM, HUMAN SETTLEMENTS
AND TRADITIONAL AFFAIR

Curriculum Vitae

Mntambo Vuyisile Venetia
23 Caldene Drive
Ladysmith
3370
mntambovuyisile@gmail.com

PERSONAL DETAILS

Date of Birth : 05 June 1990
Gender : Female
Nationality : South African
Licence : Code 10
Council : PLATO

CAREER OBJECTIVES

To become an expert in Land Surveying. I am disciplined, motivated and hard worker working towards achieving my goals. My key interest areas are Land surveying for construction and development, GIS, Spatial Planning Housing and Land Use Management. In addition I would like to further my management skills to enable the possibility of being in a better position to become a professional surveyor or equivalent.

PROFESSIONAL WORK EXPERIENCE

Employer : Maluti-a-Phofung Local Municipality
Directorate : SPLUM, HUMAN SETTLEMENTS AND TRADITIONAL AFFAIRS
Position : Land Survey Technician Trainee

Duties: Levelling, Cadastral Survey, Engineering Survey, Topographical Survey.

- Writing planning reports for various land use applications (Rezoning, consents etc.)
- Update the property register of the municipality.
- Undertaking tacheometrical surveys and deal with boundary disputes.
- Perform mapping and data analysis tasks including producing graphic and tabular data
- Provide first-line technical support for GIS queries in the Municipality.
- Perform data maintenance and management.
- Perform data capturing, editing, verification and surveying.
- Assist with the promotion of GIS functionalities and products.
- Control and monitor sites demarcation and Provide information on general plans and Orthophotos
- Check approved building plans for verification.
- Render sites identification and handling of disputes over sites and farm boundaries.
- Updating, maintaining and reporting on financial models related to volume calculations.
- Processing the data using the Model maker.
- Assist people to register their title deed

SKILLS ACQUIRED

- The ability to work under pressure
 - Knowledge of development training support
 - Presentation skills
 - Ability to perform multiple responsibilities
 - Excellent oral and written communication skills
 - Knowledge in public participation ,municipal application and urban planning
-

EDUCATION HISTORY

Highest Qualification

Institution : Mangosuthu University of Technology (Durban-Umlazi)
Course : National Diploma in Surveying
Duration : 2011-2014

Secondary Education

Name of the School : Nobomi High School (Bergville –Hambrook)
Highest Grade Passed : Grade 12
Year : 2007

LANGUAGE PROFICIENCY

Language	Proficiency		
	Speak	Write	Read
Zulu	Excellent	Excellent	Excellent
English	Excellent	Excellent	Excellent
Sesotho	Good	Fair	Good
Afrikaans	Poor	Poor	Poor
Xhosa	Good	Good	Good

PERSONAL ATTRIBUTES

- Open minded
 - Ability to Adapt to Situations
 - Peace keeping
-

OTHER SKILLS

Proficient in:

- Model Maker
 - IMIS (Integrated Municipal Systems)
 - Microsoft office suit: including Power Point, Word and Excel
-

REFERENCES

- Name : Mr Koos Landman
- Position : H.O.D, Department of Engineering Surveying MUT
- Telephone No. : 03-9077-308

- Name : Mr N.W. Zulu
- Position : Land Survey Technician
- Telephone No. : 071-9376-746

- Name : Mrs Makhubele
- Position : Senior Town Planner(Maluti-a-Phofung Municipality)
- Telephone No. : 058-718-3832

Mangosuthu University of Technology



This is to certify that the

National Diploma

SURVEYING ENGINEERING

was awarded to

MNTAMBO VUYISILE VENETIA

Identity number

9006050122082

with effect from

01-DEC-2015



Principal and Vice Chancellor:

Registrar:

Dean:

N21103286/15

Diploma Number

23-APR-2016

Date of Issue



Credit Certificate

Name : MNTAMBO VUYISILE VENETIA
 Student Number : 21103286
 Identity Number : 9006050122082
 Type of Matric : Other Senior Certificates

Date of Birth : 05-JUN-1990
 Effective Date : 01-DEC-2007

2012 NATIONAL DIPLOMA : SURVEYING (FULL-TIME)

SEMESTER ONE

COMPUTER SKILLS I	54	PASS
CONSTRUCTION METHODS I	78	PASS WITH DISTINCTION
DRAWING 1	57	PASS
MATHEMATICS I	64	PASS
PHYSICS I	50	PASS
SURVEYING 1	75	PASS WITH DISTINCTION

SEMESTER TWO

COMMUNICATION SKILLS 1 A	57	PASS
GEOGRAPHY I	58	PASS
MATHEMATICS II	83	PASS WITH DISTINCTION
PHOTOGRAMMETRY II	69	PASS
SURVEY DRAWING II	60	PASS
SURVEYING II	78	PASS WITH DISTINCTION

2013 NATIONAL DIPLOMA : SURVEYING (FULL-TIME)

SEMESTER ONE

COMMUNICATION SKILLS I B	60	PASS
CONTROL SURVEYING III	65	PASS
LEGAL PRINCIPLES I	70	PASS
MANAGEMENT CIVIL 1	64	PASS
PHOTOGRAMMETRY III	54	PASS
STATISTICS I	70	PASS

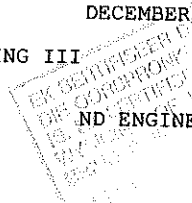
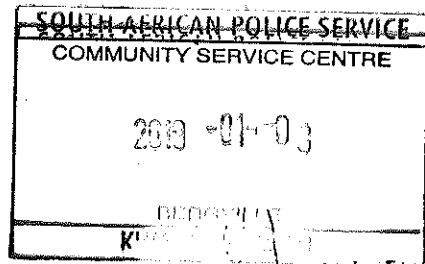
SEMESTER TWO

ADJUSTMENT OF ERRORS III	65	PASS
CADASTRAL SURVEYING III	68	PASS
COMMUNICATION SKILLS IC	69	PASS
COMPUTER APPLICATIONS III	84	PASS WITH DISTINCTION
GEOGRAPHIC INFORMATION SYSTEMS III	77	PASS WITH DISTINCTION

DECEMBER EXAMINATION

SURVEYING III	50	PASS
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ND ENGINEERING: SURVEYING (3 YEAR) (IN-SERVICE TRAINING)



Handwritten signatures and numbers:
 738259
 mw
 [Signature]



Credit Certificate

Name : MNTAMBO VOYISILE VENETIA
Student Number : 21103286
Identity Number : 9006050122082
Type of Matric : Other Senior Certificates

Date of Birth : 05-JUN-1990
Effective Date : 01-DEC-2007

2014

SEMESTER TWO

SURVEY PRACTICE I 62 PASS


2015 ND ENGINEERING: SURVEYING (3 YEAR) (IN-SERVICE TRAINING)

SEMESTER ONE

SURVEY PRACTICE II 58 PASS

Merit Award(s) :

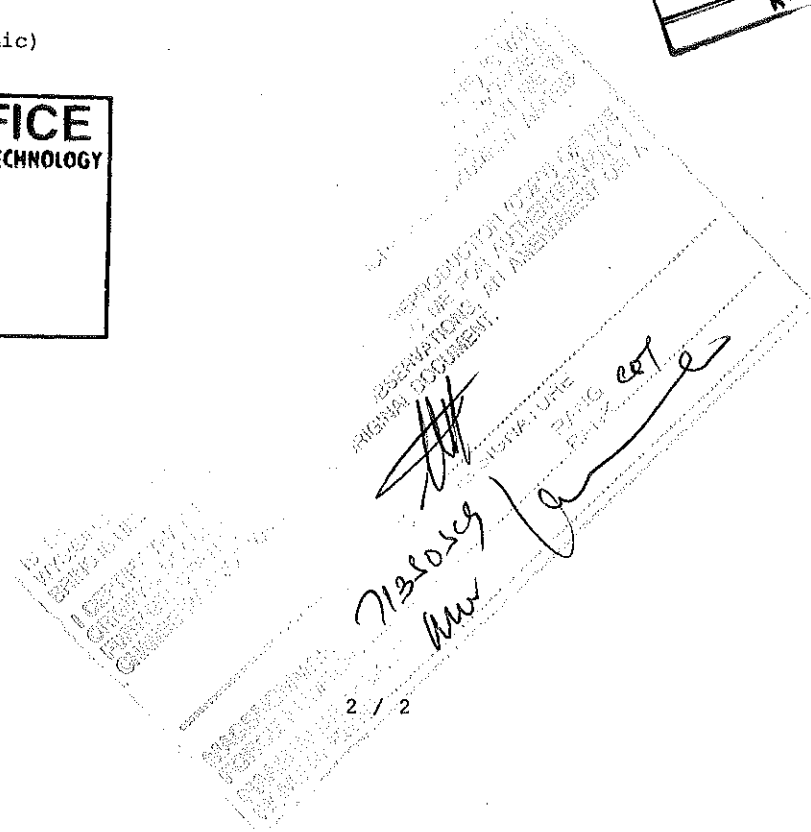
This student qualified for
ND ENGINEERING: SURVEYING (3 YEAR)
and it will be formally awarded on 23-APR-2016


(for) Registrar (Academic)

EXAMS OFFICE
MANGOSUTHU UNIVERSITY OF TECHNOLOGY

2016 -04- 14

P.O. BOX 12363
JACOBS 4026



REPUBLIC OF SOUTH AFRICA
NATIONAL IDENTITY CARD

Surname:
MNTAMBO

Names:
VUYISILE VENETIA

Sex:
F


Nationality:
RSA


Identity Number:
9006050122082



Date of Birth:
05 JUN 1990

Country of Birth:
RSA

Status:
CITIZEN



Signature:


Conditions: Date of Issue: 29 DEC 2014

This card has been issued by the Department of Home Affairs in terms of the Identification Act, Act 68 of 1997

If found please return to the Department of Home Affairs
 For enquiry or verification purposes contact 0800 60 11 90

RSA

001323120





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MADE IN SOUTH AFRICA

SOUTH AFRICAN POLICE SERVICE
COMMUNITY SERVICE CENTRE

2013-01-03

PRETORIA
 K...

UMALUSI



Council for Quality Assurance in General and Further Education and Training

REPLACEMENT CERTIFICATE

issued to

VUYISILE VENETIA MNTAMBO

Identity number

9006050122082

Subjects the candidate passed and the symbols obtained:

isiZulu : First Language
English : Second Language
Mathematics
Physical Science
Biology
Geography
Aggregate

HG	C	60%-69%
HG	E	40%-49%
LG	F	33,3%-39%
SG	F	33,3%-39%
HG	E	40%-49%
HG	E	40%-49%
	S	720-949



Certificate awarded: **SENIOR CERTIFICATE**

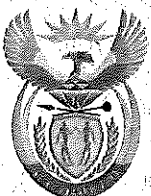
With effect from

December 2007

Chief Executive Officer

This certificate is issued in accordance with Section 16(4) (e) of Act 58 of 2001 by Umalusi Council for Quality Assurance in General and Further Education and Training.

100 6738 0366 G



REPUBLIC OF SOUTH AFRICA



This certificate is issued without alteration or erasure of any kind

DRIVING LICENCE
ILAYISENSE YOKUSHAYELA
CARTADE CONDUCAO

SAPS SOUTH AFRICA

ZA

VV MNTABO

ID No: 02/9006050122082 FEMALE

Birth/Usuku/ukuzalwa: 05/06/1990 ZA Restr./Imingcele: 0

Lic. No./Layisensi No.: 300200006VGN No.: 1


Valid/Isivume: 05/06/2015 - 04/06/2020

Issued/Vanikezwa: ZA

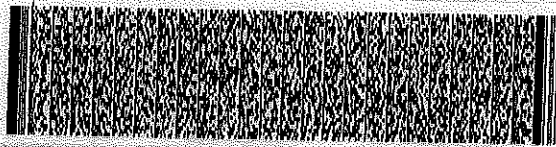
Code/Ikhodi: C1











Veh. restr./Imingcele yemoto: 0

First Issue/Ukurikezwa kokudala: 07/06/2015



VV Mntabo



DRIVER RESTRICTIONS	VEHICLE CATEGORIES	VEHICLE RESTRICTIONS
1. Bikes 2. Glasses / Contact lenses 3. A-Rights / Hub	1. Passengers 2. Bikes 3. Dangerous goods	1. None 2. Automatic transmission 3. Electrically operated 4. Restricted steering 5. SUV > 1800 kg (GVW) permitted
A 	A)  $\leq 125 \text{ cc}$	
B 	A)M $\leq 3500 \text{ kg}$ GVM $\leq 250 \text{ kg}$	
C1 	GVM $\leq 18000 \text{ kg}$	
C 	GVM $\leq 19500 \text{ kg}$	
EB 	EC1 	
EC 	EC 	

SOUTH AFRICAN POLICE SERVICE
COMMUNITY SERVICE CENTRE

2013-01-03

PHOENIX
KWA-ZULU NATAL

RECEIVED
COMMUNITY SERVICE CENTRE
OF
PHOENIX
KWA-ZULU NATAL

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2013/01/03

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