



# Eullen Maluleke

Curriculum Vitae (CV)

## What job i'm looking for? My positive points

I am Eullen Tlangelani Maluleke, 29 years of age. I passed my matric in 2004 with a merit. I have a National Diploma in IT (Support Services) which I obtained in 2009 and a Baccalaureus Technologiae in IT (IS and IT Management). I have two years experience of being a Desktop Support Technician and one year as a Help Desk Operator. I am eager to learn new methods and procedures when doing my job. I am a person who likes to make a "to do" list in order to reduce stress and using site stress techniques such as stretching and taking a break and I ask for assistance when I'm feeling overwhelmed. I can work better under pressure and in a team. I am dedicated and enthusiastic about helping the company I work for meet its goals. I am an outstanding performer who takes pride in everything that I do. You won't have regrets when you hire me.

Preferred occupation                      Network administrators  
IT, computing jobs

Preferred work location                      Pretoria / Tshwane  
Gauteng

## Contacts and general information about me

Day of birth	1986-11-01 (39 years old)
Gender	Male
Residential location	Mbombela / Nelspruit Mpumalanga
Telephone number	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>
Email address	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>

## Work experience

Working period	<b>nuo 2013.02 iki 2016.12</b>
Company name	Tshwane University of Technology
You were working at:	Part time jobs
Occupation	Part Time Lecturer
What you did at this job position?	<ul style="list-style-type: none"> <li>•Lecturing and consulting students</li> <li>•Setting and moderating of question papers</li> <li>•Marking and moderating of scripts, capturing of marks on ITS</li> <li>•Subject coordination and invigilating</li> <li>•Compiling of / assisting with study guides</li> <li>•Administering subject files and attending meetings</li> </ul>
Working period	<b>nuo 2012.04 iki 2013.01</b>
Company name	PC Training and Business College
You were working at:	Part time jobs
Occupation	Part Time Lecturer
What you did at this job position?	<ul style="list-style-type: none"> <li>•Lecturing and consulting students</li> <li>•Setting and moderating of question papers</li> <li>• Marking and moderating of scripts</li> <li>•Invigilating</li> <li>•Administering subject files</li> <li>•Attending meetings</li> </ul>
Working period	<b>nuo 2010.05 iki 2011.05</b>
Company name	Gauteng Department of Agriculture and Rural Development
You were working at:	Network administrators
Occupation	Network Controller
What you did at this job position?	<p>Desktop Support</p> <ul style="list-style-type: none"> <li>•Installing and configuring approved departmental software as per setup guidelines.</li> <li>•Ensuring desktops are kept current with respect to software updates.</li> <li>•Managing IT assets repair processes when required.</li> </ul> <p>Network System Support</p> <ul style="list-style-type: none"> <li>•Configuring systems like servers, desktops, thin clients, printers, plotters, copiers and scanners for network operations.</li> <li>•Network points patching and testing.</li> <li>IT Change Requests</li> <li>•Performing all approved IT change requests like setting up new users, installation of software, printers and scanners.</li> </ul> <p>IT Security Management</p> <ul style="list-style-type: none"> <li>•Ensuring that antivirus and other security systems fully update on an ongoing basis.</li> <li>•Implementing data security and relevant IT policies.</li> </ul> <p>IT Incident Response</p> <ul style="list-style-type: none"> <li>•Responding to all IT incidents (hardware, software, network, printer, copiers, desktop and user support) according to the procedure and SLA agreed time frames.</li> </ul> <p>IT Asset Management</p> <ul style="list-style-type: none"> <li>•Maintaining up to date and accurate records of all IT assets such as hardware, software, deployed or moved.</li> </ul> <p>IT Capacity Building</p> <ul style="list-style-type: none"> <li>•Providing users with basic training and advice to improve their capacity.</li> </ul> <p>HelpDesk</p> <ul style="list-style-type: none"> <li>•Logging helpdesk calls, assigning them to appropriate technicians and closing them after successfully attended.</li> <li>•Supplying 1st and 2nd line support to users.</li> </ul> <p>General Administration</p> <ul style="list-style-type: none"> <li>•Submitting weekly reports to supervisors.</li> <li>• Submitting assets move forms completed and submitted for every asset moved.</li> <li>•Filing all successfully attended closed helpdesk calls.</li> </ul>

Working period **nuo 2009.02 iki 2010.05**

Company name Tshwane University of Technology

You were working at: Network administrators

Occupation Lab Assistant

What you did at this job position? Desktop Support •Installing and configuring approved company software as per setup guidelines. • Managing IT assets repair processes when required. IT Incident Response •Responding to all IT incidents (hardware, software, network, printer, copiers, desktop and user support) according to the procedure and SLA agreed time frames. Customer Caring •Printing, photocopying, and scanning documents for students. •Recharging students' accounts so that they will be able to access internet.

### Education

Educational period **nuo 2004.01 iki 2004.12**

Degree Grade 12 / Matric

Educational institution Msengi Senior Secondary

Educational qualification Senior Certificate

Educational period **nuo 2005.01 iki 2009.12**

Degree Diploma

Educational institution Tshwane University of Technology

Educational qualification ND IT (Support Services)

I could work As a Desktop Technician and Help Desk Operator

Educational period **nuo 2009.07 iki 2011.07**

Degree Degree

Educational institution Tshwane University of Technology

Educational qualification BT IT (IS and IT Management)

I could work Business Analyst

### Languages

Language	Speaking level	Understanding level	Writing level
Xitsonga	fluent	fluent	fluent
English	fluent	fluent	fluent
Afrikaans	good	good	good
isiZulu	good	good	basic
Setswana	good	good	basic
SiSwati	good	good	basic
Tshivenda	good	good	basic

### Computer knowledge

OS: Windows

Software: MS Office, Linux, Trek

### Recommendations

Contact person	Hardus Oberholzer
Occupation	Senior Lecturer
Company	Tshwane University of Technology
Telephone number	084 588 5259
Email address	oberholzerHJG@tut.ac.za
Contact person	Marcia Makhari
Occupation	Chief Network Controller
Company	Gauteng Department of Agriculture and Rural Development
Telephone number	071 299 7301
Email address	marcia.makhari@gdard.gov.za
Contact person	Amos Baladzi
Occupation	Support Engineer
Company	Tshwane University of Technology
Telephone number	072 224 6123
Email address	baladziA@tut.ac.za

### Additional information

Your hobbies	Reading
Driver licenses	C1 Heavy Vehicle 3,500kg - 16,000kg
Driver license from	2014-11-00 (11 years)
Salary you wish	16000 R per month
How much do you earn now	12000 R per month