

CURRICULUM VITAE FOR: NOBANTU ANGELINE MTIMDE

27 Lakeview Drive
Pecanwood Estate
Broederstroom
0240

Contact number: 083 622 6597

Email: nobantu@makwandauctioneers.co.za

My foundation is cast in the corporate world where I learnt the value of systems, processes and governance during my 5-year tenure at First National Bank, having left the mining sector after 2 years as an Executive Personal Assistant. My first unsuccessful business was a PR Consultancy. I used the lessons I learnt to propel me to start a second business, Makwande Auctioneers (Pty) Ltd, which I have been operating for the last 9 years. My primary responsibility in this entity is business development and administration. During the last 10 years, our key achievements include:

- Generating close to R150m in revenue for our clients
- Being the first BBEE company awarded a Reclamation Services Contract by Arcelor Mittal
- Completing a 2-year Business Accelerator Course with Aurik to build as Asset of Value™
- PR and profiling on various platforms including e-TV's Forerunners and 702 Talk Radio

I am currently pursuing a path of both personal and professional transformation. I am currently studying for an undergraduate degree in International Relations through UNISA with the ambition of specialising in Simulations and Futuristic studies. I am a keen devotee of the Circular Economy which aims to eliminate pollution, maintain goods at their highest value and regenerate nature. I am a member of the local chapter of the African Circular Economy Network and a certified Circular Economy Instructor & Ambassador.

My interests are in the application of the UN Sustainable Development Goals and operationalising #Leavenoonebehind.

My capabilities which culminate years of knowledge and experience are underpinned by the 4 cores of credibility which are: INTEGRITY, INTENT, CAPABILITIES, and RESULTS.

CURRICULUM VITAE FOR: NOBANTU ANGELINE MTIMDE

KEY COMPETENCES AND TRAITS:

- 1. Multi-tasking:** This is the ability to handle more than one responsibility at a time. Having operated my own business for 10 years I am comfortable with wearing various hats and carrying multiple responsibilities.
- 2. Time management:** This is an important skill which I continue to strive to master. Managing time requires discipline and setting boundaries and a critical component to sustaining a productive working environment.
- 3. Communication skills:** Communication is a critical skill in life and in business as it is important to be able to articulate information, feedback and instructions clearly at all levels in writing or verbally.
- 4. Data entry and record management:** Record management forms part of the daily activities of my current business. It is important to understand both digital and physical systems of record keeping ensuring that information is recorded in compliance with legal regulations and easily accessible when required.
- 5. People skills:** good people skills include maturity and empathy towards all staff members, clients, and colleagues to maintain positive and constructive relations.
- 6. Problem solving** includes the ability to identify challenges and resolve them timeously and efficiently to reduce any negative impact to clients, the business and staff
- 7. Assertiveness:** allows me to prioritize work streams and reduce unnecessary distractions for myself and my team.
- 8. Composed:** When emotions are high, intelligence is often low. It is important to be able to maintain a level head and cool emotions in the face of challenges and crises.
- 9. Decision making:** It is not only important to have the ability to make a decision but to also be accountable to the decisions that one has made.
- 10. Technologically savvy:** In the digital age it is important to continue elevating my knowledge of digital programs and solutions that can better synchronize the flow of work in business.
- 11. Leadership:** as the face of the business, it is important that my demeanour and conduct reflect the values and principles of positive leadership that creates a space for people to develop and operate to their fullest capacity.

CURRICULUM VITAE FOR: NOBANTU ANGELINE MTIMDE

EDUCATIONAL BACKGROUND

I am currently studying my first year in a BA International Relations Degree with UNISA.

1. School education:

Last High School Attended: Wendywood High School
Highest Qualification: Matric Exemption

2. Tertiary Education

- a. Name of Institution: UNISA
Highest Qualification: BA Communication Science– (not completed)
- b. Name of Institution: PRISA (Public Relations Institute of SA)
Highest Qualification: Certificate in Basic Principles of Public Relations
- c. Name of Institution: DAMELIN Management School (Braamfontein)
Highest Qualification: Fundamentals of Project Management
- d. Name of Institution: Maccauvlei Training Academy
Highest Qualification: Training Coordinator
- e. Name of Institution: Agon Marketing
Highest Qualification: Direct

Extra Courses & Qualifications:

UN Sustainable Development Goals Primer

UN Circular Economy and the 2030 Goals

Circular Economy Instructor Course

Financial Advisory & Intermediary Services Act (“FAIS”) Compliant (First National Bank) Code of Banking Practice Compliant (First National Bank)

CURRICULUM VITAE FOR: NOBANTU ANGELINE MTIMDE

EMPLOYMENT HISTORY:

- Company:** Makwande Auctioneers (Pty) Ltd (2011 to 2021)
Role: Managing Director
Responsibilities: Develop, implement and monitor an overall strategy for the growth of Makwande Auctioneers as a disposal services provider across various sectors in South Africa.
- Company:** Tirhani Group (2009 – 2010)
Role: Director: Tirhani Auctioneers
Responsibilities: Grow the revenue of Tirhani Auctioneers by nurturing existing business relationships and create new relationships in the private and public sector.
- Company:** FNB (2008 – 2009)
Role: Relationship Manager – Discovery Card Credit Card
Responsibilities: Ensure growth in uptake of the Discovery Credit Card whilst it was still an FNB product.
- FNB** 2007 – 2008
Role: Business Relationship Manager: 2010 Employee Game
Responsibilities: Develop and implement a communications strategy for FNB employees to participate in the FIFA 2010 Soccer World Cup.
- FNB** 2007: Senior Training Coordinator
- FNB** 2005 – 2007: Training & Product Assistant
- FNB** 2004 – 2005: Executive Assistant: HR Executive
- Eyesizwe Coal** 2002 – 2004: Executive Assistant to the CEO