Curriculum Vitae

of

Nomfundo Immaculate Mashele

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PERSONAL PROFILE STATEMENT

I am a hardworking, organised, and motivated Transport Economist who has acquired extensive knowledge in the Transport Industry through the study of a BCom Degree in Transport Economics and currently busy with Transport Research at the University of South Africa to complete an BCom Honours in Transport Economics.

I have acquired extensive experience in Data Analysis, Transport Planning, Intensive Transport Research, Transport Economics, Monitoring and improving intelligent transport systems (AFC & PTMS), Route planning and Scheduling transport services. I have strengthened my skills in the Transport and Logistics environment by learning and gaining experience from different sectors and divisions of the Transport, Logistics and Supply Chain environment.

PERSONAL DETAILS

Name and Surname	: Nomfundo Immaculate Mashele
Nationality	: South African
Gender	: Female
Ethnicity	: African
Languages	: SiSwati, IsiZulu, XiTsonga, English, Afrikaans
Residential Address	:11 Waterkloof Road Crystal Park Benoni 1501
Driver's licence	: Yes
Criminal Record	: None
Availability	: 30 Days

EDUCATION AND QUALIFICATION

INSTITUTION	QUALIFICATION	YEAR OBTAINED
University of South Africa	Safety Management in the workplace	Pending Graduation
University of Johannesburg	BCom Transport Economics	2016
Wordsworth High School	Matric	2013

EMPLOYMENT SUMMARY

COMPANY	POSITION	PERIOD
Polokwane Municipality	Manager: Intelligent Transport System Modelling	May 2025 - date
Polokwane Municipality	Assistant Manager: Public Transport Regulations & Compliance	July 2024 – April 2025
City of Ekurhuleni (Harambee BRT)	Transport & Scheduling Specialist	July 2021 – June 2024
Coalvest Holdings (CLV)	Trainee Supply Chain Analyst	August 2020 - June 2021
Gauteng Department of Roads and Transport	Transport Economist	January 2019 - January 2020
Innovative Transport Solutions	Assisting Transport Economist	January 2018 - December 2018
Council of Science and Industrial Research	Junior Transport Researcher	January 2017 – December 2017

EMPLOYMENT HISTORY

Company **: Polokwane Municipality**
Date **: May 2025 – Date**
Title **: Manager: Intelligent Transport Systems Modelling Modelling**

Duties and responsibilities

- The planning of Intelligent Transport Systems (AFC & PTMS) for Leeto La Polokwane BRT.
- Ensuring full implementation of the designed Intelligent Transport Systems (AFC & PTMS) for Leeto La Polokwane.
- Manage the maintenance of ITS infrastructure for Leeto La Polokwane BRT, including networks, servers, and cloud environments.

- Ensuring daily seamless flow of information and communication technology in the operations of Leeto La Polokwane.
- Management of Intelligent Transport System workstream.
- Revenue management of revenue collected through AFC system.
- Supporting the integration of Intelligent Transport Systems (AFC & PTMS) with other work streams of the project.
- Monitoring the implementation of SANRAL Account Based Ticketing (ABT) system.
- Project management and coordination for SANRAL ABT.
- Reporting on the Automated Fare Collection System.
- Reporting on the Public Transport Management System.
- Reporting on the Intelligent Transport Systems for Leeto La Polokwane (AFC & PTMS) to EXCO, Mayoral Committee and Council.
- Continuous analysis of passenger travel behaviour.
- Evaluating and commenting on the applicability of specific key performance indicators and measuring against outcomes detailed in the SDBIP.
- Ensuring seamless flow of information and communication technology in the operations of Leeto La Polokwane.

Company **: Polokwane Municipality**
Date **: July 2024 – to date**
Title **: Assistant Manager: Regulation & Compliance**

Duties and responsibilities

- Managing Public Transport Operating Contracts.
- Managing the operating and regulate operating licences and rankings facilities within the jurisdiction of Polokwane Municipality.
- Monitoring the report Public Transport contractual breaches timeously.
- Providing Public Transport Operations with quality assurance services.
- Ensuring the implementation and management of the Vehicle operating Licence Agreement (VOCA).
- Providing secretarial services for the Polokwane Public Transport licence Committee (PTOLC).
- Liaising with the relevant regulatory authorities and public transport operators regarding the issuance of Public Transport Licenses.

Company **: City of Ekurhuleni (Harambee BRT)**
Date **: July 2021 – June 2024**
Title **: Transport & Scheduling Specialist**

Duties and responsibilities

- Supervising the daily operations of IRPTN
- Updating the schedule utilizing the APTMS system.
- Sharing the schedule with the SPV/VOC, and ensuring the SPV/VOC adheres to the schedule prepared by the city.
- Analysis and study of daily operations and passenger travelling patterns.
- To plan and oversee the routes and frequencies of the IRPTN buses.
- Analysing the daily demand of the project and ensuring enough supply is provided.
- Weekly analysis to balance the demand of the passengers and meeting the needs with the supply of IRPTN buses.
- To provide, check and approve daily and weekly SPV/VOC reports.
- Capture the schedule received from the SPV/VOC in the system and update if necessary.
- Providing the IRPTN bus drivers with necessary training and assistance.
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- Providing the bus drivers with continuous support on any operational needs.
- Reporting on quarterly set KPI's of low-cost buses in the City.
- Compile and provide daily reports to the Operations Manager with respect to the number, extent, and nature of modification to the schedule and Bus Operations.
- Liaising between management, drivers, and passengers.
- Compiling the weekly penalty register for penalties between the SPV/VOC and City.
- Evaluating driver performance, handling passenger queries, and resolving complaints in a timely manner.

Reason for leaving : Better offer.

Company **: Coalvest Holdings**
Date **: August 2020 – June 2021**
Title **: Trainee Supply Chain Analyst**

Duties and responsibilities

- Updating the daily reports on the international and local coal and fuel markets.
- Assist in the Road Logistics department by coordinating road logistics and invoicing all the transport suppliers.

- Every week I researched the latest developments in the supply chain in the fuel and mining industries to see where we can improve the business and communicate with potential customers to grow our business.
- Gathering and Data Analysis in Mining Rail and Road Logistics.
- Submitting reports to the relevant department heads and management.
- Daily Scheduling of Transport (Trucks) to deliver to clients across South Africa and the RBCT.
- Updating the daily Mine List of the Logistics Department.
- Invoicing using Pastel and collecting PODs from Transporters.
- Administration Management of Transporters.
- Collecting all weigh bills (daily document from trains and trucks) and updating the mine list.
- Daily Coal and Energy (Diesel) reports.
- Researching Supply Chain Developments in the Mining Industry.
- Formulating procured manuals for the different departments.
- Communicating with potential clients and presenting any opportunities.

Reason for leaving : Better offer.

Company **: Gauteng Department of Roads and Transport**
Date **: January 2019 – January 2020**
Title **: Transport Economist**

Duties and responsibilities

- Supervising the surveyors in Gauteng Household Travel Survey 2019 in the Ekurhuleni Municipality in partnership with CSIR.
- Continuous research and quarterly reporting on BRT Systems in Gauteng Province.
- Municipality Monthly Reports and analysis of the Bus Rapid Transit (BRT) systems in Gauteng Province.
- Project Administration and coordination of all the projects in the department.
- Review of Transport policies and regulations (ITP's, Transport Strategy, ITMP25, etc.).
- Meeting coordination.
- Transport data management.
- Analysis and reporting of Gauteng Districts Integrated Transport Plans (ITPs).
- Part of steering committee with clients.

Reason for leaving : End of contract.

Company **: Innovative Transport Solutions**
Date **: January 2018 – December 2018**
Title **: Assisting Transport Economist**

Duties and responsibilities

- Project management and the design of traffic signals, the writing of Integrated Transport Plans.
- Designing and facilitating the Rustenburg Primary Schools Road Safety Programme.
- Drafting of the Westrand and Sedibeng Integrated Transport Plans (ITPs) 2020. **(Chapter 9 Non-motorised Ttansport)**
- Research for Bus Strategy Study 2018 for City of Tshwane.
- Part of Steering committee for the Integrated Transport Plans.
- Meeting coordination and support.
- Gauteng Freight Data Bank quarterly updates.
- Data analysis (including all calculations) in the Gaborone Traffic Signals.
- GIS and Mapping of the Train Stations for Westrand and Sedibeng for ITPs.

Reason for leaving : Moved to the next project.

Company **: Council of Science and Industrial Research**
Date **: January 2017 – December 2017**
Title **: Junior Transport Researcher**

Duties and responsibilities

- Mapping of the Gauteng minibus-taxi routes 2017-2018.
- Part of the Gautrain 2017 AGM and the Uber Movement launch 2017.
- Data Management for Gauteng Bus Contracts under the project rationalisation of the old, subsidised bus services in the province.
- Analysis, tendering, and Intensive Research under the project of rationalisation of the old, subsidised bus services in the province previously rescinded by PUTCO.
- Transport Modelling of Gauteng Road Network.
- Survey execution for the Masterplan of Licencing Departments 2017.
- Facilitating research for the Masterplan of Licence Departments 2017.
- Lead researcher for the monitoring and evaluation of the ITMP25.
- Updating the ITMP25 database and information board.
- Weighbridge (Silverton) information administration (on rotation).
- Office administration for Transport Systems Department.

Reason for leaving : Moved to the next project.

SKILLS:

- Communication
- Teamwork
- Leadership
- Adaptability
- Project Management
- Technical Skills
- Transport Modelling
- Transport Planning
- Route Planning
- Scheduling of transport services using APTMS System
- Intensive Research
- Analytical skills
- GIS mapping
- Meeting coordination
- Survey execution
- Good Communication skills

REFERENCES:

COMPANY	CONTACT PERSON	RELATIONSHIP	CONTACT
Polokwane Municipality	Obed Moleele	Manager	0152902330
City of Ekurhuleni (Harambee BRT)	Oupa Papo	Senior Manager	0833891874
Coalvest Holdings	Karabo Sefolo	Supervisor	0129441931
Gauteng Department of Roads and Transport	Lufuno Kutama	Supervising Engineer	0664731572
Innovative Transport Solutions	Amogelang Kgoathe	Supervisor	0123491664
Council of Science and Industrial Research	Dingaan Masango	Supervisor	0128413112