CURRICULUM VITAE OF QUEEN ZANELE SIWELA

PERSONAL DETAILS

Name	: Queen Zanele
Surname	: Siwela
Identity number	: 9106070430083
Date of birth	: 1991-06-07
Gender	: Female
Nationality	: South African
Home language	: Sepedi
Other language	: English, Swati, Zulu
Health	: Good
Criminal record	: None
License	: Code 10 C1
Marital status	: Single

CONTACT DETAILS

Residential address	: 13242 Ivory Park
	: Midrand
	: Rhungulani street 1685
Cell	: 073 2841 792
Email	: zanelesiwela30@gmail.com

HIGH SCHOOL EDUCATION

Last school attended	: Mphezulu
Higher grade passed	: Grade 12
Subjects	: Sepedi, English, Mathematical Literacy, Life Orientation,
	: Accounting, Economics, Business studies

TERTIARY EDUCATION

Name of Institution	: Guarantee trust
Course	: National Diploma in Technical Financial Accounting
Year obtained	: 2016
Name of Institution	: Vaal University of Technology
Course	: National Diploma in Internal Auditing
Year obtained	: 2016
Name of Institution	: Audit Bee
Course	: Generic Management
Year obtained	: 2018
Name of institution	: Audit bee
Course	: Administration management
Year obtained	: 2019
Name of institution	: UNISA
Course	: Bachelor of education degree
Year obtained	: 2026

Work Experience

Name of the company	: Guarantee Trust
Position held	: Trainee Accountant
Duration	: July 2016-November 2016
Duties	: Ensuring that transactions are processed properly,
	: making sure that only valid/ genuine bank notes
	: credit cards and postal orders are accepted
Reason for leaving	: Contract ended
Name of the company	: Net Care
Position held	: Ward Hostess

Duties	: Taking patience food orders, changing water
Reason for living	: New Job
Name of the company	: Marce Fire Fighting Technologies
Position held	: GRV Clerk and admin assistance
Duties	: Booking payments, GRV, Filling, Receiving and
	: Reception duties
Name of the company	: Marce Fire Fighting Technologies
Position held	: Technical Buyer Assistant
Duties	: Placing company orders, updating excel spread sheet,
	: Stock transfer, Quote requisition,
	: Doing follow ups on outstanding orders.
Name of the School	: Moriting Primary
Position	: Learner teacher
Duties	: Teaching Grade R/1/23 learners
	: Teaching core literacy and numeracy, managing classroom
	: Managing classroom activities, assessing student progress
	: Preparing lesson plan
Experience	: 4 Years experience

SKILLS ACQUIRED

Communication skills	: ability to communicate orally, in writing, or via electronic
Teamwork	: being constructive and willing to take less attractive tasks and
	: contributing practically to the team success
Leadership	: being able to motivate and encourage others whilst taking lead
Computer skill	: (Literacy) MS word. MS Power Point, MS Excel, Outlook and
	: Internet and Pastel, FINCON software/ Fusion software
Technical buyer skills	

REFERENCE

NAME	POSITION	EMPLOYER	CONTACTS
MR Mohau	HR	Marce	0127429200
Mrs Mokoka	Teacher (Mentor)	Moriting Primary	011 025 8351

GEREGISTREERDE WOON- EN POSADRES

1. Bewaar die bewys van u GEREGISTREERDE WOON- EN POSADRES in hierdie sakkie.

2. Indien u van adres verander het, of indien besonderhede van u huidige adres, bv. straatnaam en/of -nommer, ens. verander het, moet die vorm KENNISGEWING VAN ADRESVERANDERING, wat in die sakkie agter in die identiteitsdokument is, gebruik word om die verandering aan te meld en moet dit ingedien word by of gepos word aan die naaste streek-/distrikkantoor van die DEPARTEMENT VAN BINNELANDSE SAKE.

REGISTERED RESIDENTIAL AND POSTAL ADDRESS

1. Keep the proof of your REGISTERED RESIDENTIAL AND POSTAL ADDRESS in this pocket.

2. If you have changed your address, or, if particulars of your present address, e.g. name of street and/or street number, etc., have been changed, the NOTICE OF CHANGE OF ADDRESS form in the pocket at the back of the identity document must be used to report the change and it must be handed in at or posted to the nearest regional/district office of the DEPARTMENT OF HOME AFFAIRS.

1

I.D.No. 910607 0430 08 3

S.A.BURGER/S.A.CITIZEN

VAN/SURNAME
SIWELA

VOORNAME/FORENAMES
QUEEN ZANELE

GEBOORTEDISTRIK OF-LAND/
DISTRICT OR COUNTRY OF BIRTH
SOUTH AFRICA

GEBOORTEDATUM/
DATE OF BIRTH
1991-06-07



DATUM UITGEREIK/
DATE ISSUED
2009-04-17

UITGEREIK OP GESAG VAN DIE DIREKTEUR-GENERAAL: BINNELANDSE SAKE

ISSUED BY AUTHORITY OF THE DIRECTOR-GENERAL: HOME AFFAIRS

SOUTH AFRICAN POLICE SERVICE
CID
2026 -03- 14
KEMPTON PARK
SUID-AFRIKAANSE POLISIEDIENS

EK SERTIFISEER DAT HIERDIE DOKUMENT 'N WARE AFDRUK (AFSKRIF) IS VAN DIE OORSPRONKLIKE DOKUMENT WAT AAN MY VIR WAARNEMING VOORGELÊ IS. EK SERTIFISEER VERDER DAT, VOLGENS MY WAARNEMINGS DAAR NIE 'N WYSIGING OF VERANDERING OP DIE OORSPRONKLIKE DOKUMENT AANGEBRING IS NIE

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PERSAL NUMBER 7[illegible] RANG
RANK Const

NAAM IN DRUKSKRIF
NAME IN PRINT

REPUBLIC OF SOUTH AFRICA

National Senior Certificate

Awarded to

Queen Zanele Siwela

SUID-AFRIKAANSE POLISIEDIENS
GEMEENSKAPDIENSSENTRUM
2026 -03- 16
SOUTH AFRICAN POLICE SERVICE

Identity number 9106070430083

Subject	%	Achievement level
Sepedi Home Language	61	5
English First Additional Language	58	4
Mathematical Literacy	58	4
Life Orientation	82	7
Accounting	54	4
Business Studies	50	4
Economics	66	5
**********	***	*

DIT IS 'N WARE AFSKRIF (AFSKRYF) IS VAN DIE DOKUMENT WAT AANGEBIED IS VIR WAARNEMING/ONDERSOEK/GEBRUIK/BEWYSDOELEINDES SOOS VERSOEK OP DIE ORIGINELE DOKUMENT WAS VERSTREK. DIE DOKUMENT IS GEEN VERVANGING VAN DIE ORIGINELE DOKUMENT NIE.

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SIGNATURE

PLAIN

This candidate is awarded the National Senior Certificate and has met the minimum requirements for admission to bachelor's degree, diploma or higher certificate study as gazetted for admission to higher education, subject to the admission requirements of the higher education institution concerned.

With effect from December 2010

M. S. Lukhwareni

Chief Executive Officer

110 8404 1215 K

This certificate is issued without alterations or erasure of any kind

UMALUSI

Council for Quality Assurance in General and Further Education and Training South Africa

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(See reverse for more information)

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SOUTH AFRICAN POLICE SERVICE
CLIENT SERVICE CENTRE
2026 -03- 14
KEMPTON PARK
SUID-AFRIKAANSE POLISIEDIENS

VUT

Vaal University of Technology

CELEBRATING FIFTY YEARS
1966 - 2016

National Diploma

INTERNAL AUDITING

Awarded to

SIWELA QUEEN ZANELE

at a Congregation of the University

06-09-2016

in accordance with the statute and regulations
of the Vaal University of Technology

Vice-Chancellor & Principal

Registrar

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Your world to a better future

SERVICES SETA

SERVICES SECTOR EDUCATION AND TRAINING AUTHORITY

CERTIFICATE OF COMPETENCE

This is to certify that

QUEEN ZANELE SIWELA
9106070430083

Has been found competent against the registered qualification

National Certificate: Business Administration Services : Level 03

SAQA ID: 23655

CREDITS : 120

Issued under the Skills Development Act, 1998 (Act no 97 of 1998)

Date Issued : 17 December 2019

SOUTH AFRICAN POLICE SERVICE
CID
2026-03-14
KEMPTON PARK
SUID-AFRIKAANSE POLISIEDIENS

Amanda Buzo
Chief Executive Officer
For and on behalf of Services SETA

CERTIFICATE NUMBER : 00196197
This Certificate is issued without alteration or erasure of any kind

2019000823321

SERVICES SECTOR EDUCATION AND TRAINING AUTHORITY

CERTIFICATE OF COMPETENCE

This is to certify that

QUEEN ZANELE SIWELA
9106070430083

Has been found competent against the registered qualification

National Certificate: Management : Level 03

SAQA ID: 23654

CREDITS : 123

SOUTH AFRICAN POLICE SERVICE
CLIENT SERVICE CENTRE
2026 -03- 14
KEMPTON PARK
SUID-AFRIKAANSE POLISIEDIENS

Issued under the Skills Development Act, 1998 (Act no 97 of 1998)

Date Issued : 25 January 2019

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Amanda Buzo
Chief Executive Officer
For and on behalf of Services SETA

CERTIFICATE NUMBER : 00158118

This Certificate is issued without alteration or erasure of any kind

1819474

BONANI PROFESSIONAL

Certificate of Skills Program Participation

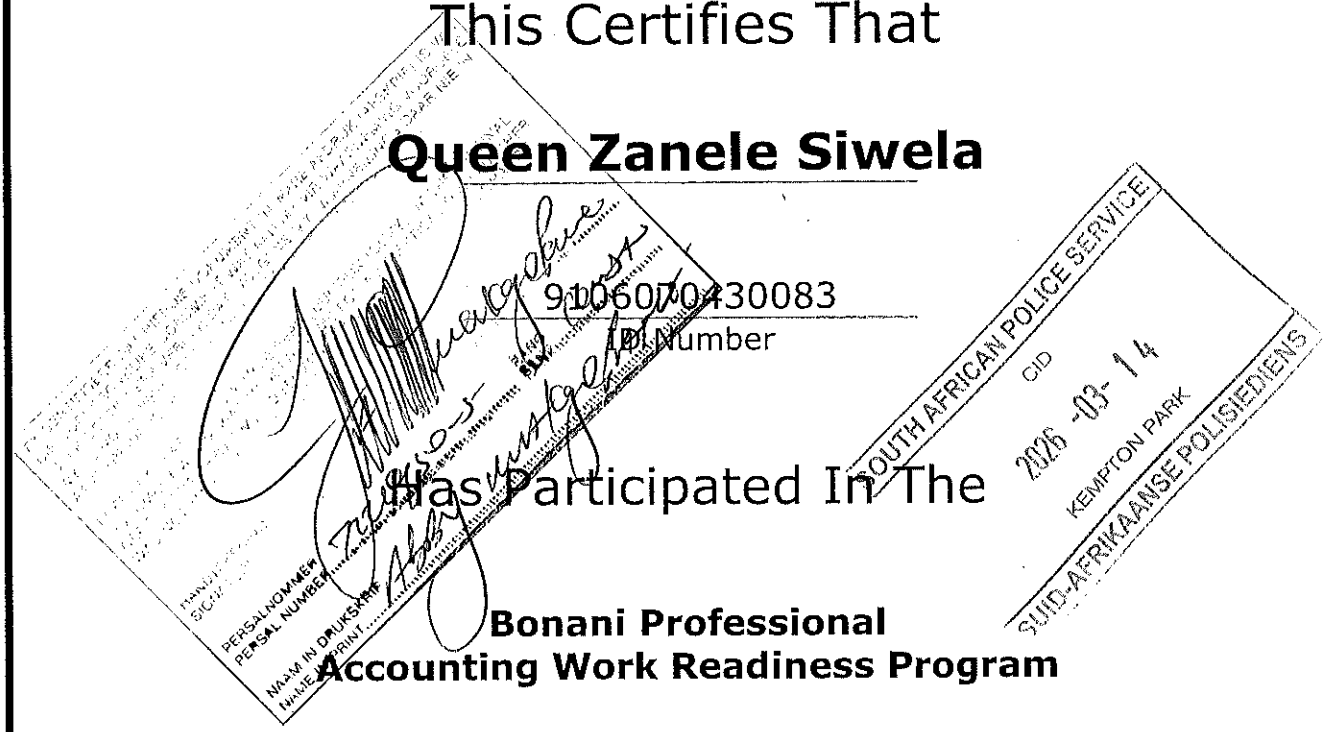
This Certifies That

Queen Zanele Siwela

9106070430083
ID Number

Has Participated In The

Bonani Professional
Accounting Work Readiness Program



Kevin Wakely-Smith
Guarantee Trust
Joint MD

Nov 2016
Date of issue

Alan Murray
Guarantee Trust
Joint MD

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UNISA university of south africa

SRSRG11H 07007 2026-01-14 09:33AM 2
Your Reference :

Statement of Credits
Student number : 6586-881-1
Name : SIWELA QUEEN ZANELE
Previous Surname :
Date of Birth : 1991-06-07
Identity Number : 9106070430083
Matriculation : NSC DEGREE ADMISSION
Qualification : Bachelor of Education in Foundation Phase Teaching

NQF specification : Exit Level 7, Minimum Credits 480

Year	Month	Code	Name of Study Unit	%	Comment	NQF level	NQF crds
2022	JUN	BPT150-1	Being a Professional Teacher	87	Passed with Distinction	5	12
2022	OCT	BTE260-1	Becoming a Teacher	83	Passed with Distinction	6	12
2022	OCT	CIC260-1	Computer Integration in the classroom	84	Passed with Distinction	6	12
2022	OCT	EMA150-1	Emergent Mathematics	79	Passed with Distinction	5	12
2022	OCT	EML150-1	Emergent Literacy	84	Passed with Distinction	5	12
2022	OCT	ENG151-4	Applied English Language Foundation and Intermediate Phase First Additional Language	53	Passed	5	12
2022	OCT	SED260-1	Sociology of Education	66	Passed	6	12
2022	OCT	TAM260-1	Teacher as Manager	59	Passed	6	12
2022	OCT	TPF260-1	Teaching practice for Foundation Phase I	72	Passed	6	12
2022	JUN	ZUL150-7	Applied African Language Communicative Competence for Second Additional Language - isiZulu	84	Passed with Distinction	5	12
2023	OCT	CDE370-1	Child development (birth to 9)	91	Passed with Distinction	7	12
2023	OCT	CHL260-1	Children's Literature	65	Passed	6	12
2023	OCT	ENC150-1	English teaching for communication	82	Passed with Distinction	5	12
2023	OCT	ENG151-6	Applied English Literature Foundation Phase First Additional Language	87	Passed with Distinction	5	12
2023	OCT	LSK260-1	Life Skills: Social and Personal Development in Foundation Phase	81	Passed with Distinction	6	12
2023	OCT	LSP150-1	Life Skills: Performing Arts, Visual Arts, Music and Physical Education in Foundation Phase	59	Passed	5	12
2023	OCT	MFP150-1	Mathematics for Foundation Phase Teachers	80	Passed with Distinction	5	12
2023	JUN	SPE150-5	Applied African languages Grammar for Home Language Foundation and Intermediate Phase	70	Passed	5	12
2023	JUN	SPE150-6	Applied African Languages Literature for Home Language, Foundation phase	77	Passed with Distinction	5	12
2023	OCT	TPF260-2	Teaching Practice for Foundation Phase II	70	Passed	6	12
2024	OCT	CUS370-1	Curriculum Studies	67	Passed	7	12
2024	OCT	ENG261-1	Applied English Language for Foundation and Intermediate Phase First Additional Language	70	Passed	6	12
2024	OCT	HED260-1	History of Education in Foundation Phase	75	Passed with Distinction	6	12
2024	OCT	HLT370-1	Home language Teaching	75	Passed with Distinction	7	12
2024	OCT	IFP370-1	Inclusive education in Foundation Phase	79	Passed with Distinction	7	12
2024	OCT	INC370-1	Inclusive Education	81	Passed with Distinction	7	12
2024	OCT	ISC370-1	Instructional studies	83	Passed with Distinction	7	12
2024	OCT	RDF260-1	Resource Development in Foundation Phase	81	Passed with Distinction	6	12
2024	OCT	RFP260-3	Reading in the foundation Phase Sepedi	68	Passed	6	12

... TO BE CONTINUED ON NEXT PAGE

UNIVERSITEIT VAN SUID-AFRIKA PRETORIA UNIVERSITY OF SOUTH AFRICA

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Telephone: +27 12 429 3111 Facsimile: +27 12 429 4150
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2026-01-14 09:33AM 3

SRSRG11H
Student number : 6586-881-1

Year	Month	Code	Name of Study Unit	%	Comment	NQF level	NQF crds
2024	OCT	TPF370-3	Teaching practice Foundation Phase III	80	Passed with Distinction	7	12
2025	OCT	AED370-1	Assessment in Education	64	Passed	7	12
2025	OCT	EED260-1	Environmental Education	94	Passed with Distinction	6	12
2025	OCT	FLT370-1	First Additional Language Teaching in the Foundation Phase	63	Passed	7	12
2025	OCT	FMT370-1	Foundation Phase Mathematics	57	Passed	7	12
2025	OCT	FPT370-1	Foundation Phase Teaching	81	Passed with Distinction	7	12
2025	OCT	LSK370-1	Life Skills: Science and Technology in Foundation Phase	68	Passed	7	12
2025	OCT	MFP260-1	Management in Foundation Phase	83	Passed with Distinction	6	12
2025	OCT	PDU370-1	Philosophy of Education	65	Passed	7	12
2025	OCT	SAE370-1	South African Education System	80	Passed with Distinction	7	12
2025	OCT	TPF370-4	Teaching Practice for Foundation Phase IV	82	Passed with Distinction	7	12

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Total number of NQF credits accumulated: 480
Each credit equates 10 notional hours.
The above qualification has been completed with distinction.

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20 Weeks Practical Teaching
Language Endorsement: NS,E,ZU

Yours faithfully

Prof MM Sepota
Registrar

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SACE
South African Council for Educators

CERTIFICATE OF REGISTRATION

The educators who are registered with the South African Council for Educators

- acknowledge the noble calling of their profession to educate and train the learners of our country,
- acknowledge that the attitude, dedication, self- discipline, ideals, training and conduct of the teaching profession determine the quality of education in this country,
- acknowledge, uphold and promote basic human rights, as embodied in the constitution of South Africa,
- commit themselves to do all within their power, in the performance of their professional duties, to act in accordance with the ideals of their profession, as expressed in the SACE Code of conduct, and
- act in a proper and becoming way such that their behaviour does not bring the teaching profession into disrepute.

This is to certify that

QUEEN ZANELE SIWELA

is registered with the

South African Council for Educators

2026/01/16
Date

Ella Mokgalane (CEO)

Registration number: 13070357

Date of First Registration 2026/01/16

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2026 -03- 14

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