



# Nosisa Mashego

Curriculum Vitae (CV)

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

My name is Nosisa Mashego, an experienced Personal / Executive Assistant, Human Resources and Labour Relations seasoned professional.

Born and raised in Bisho, Eastern Cape. I started my career on contract basis as a Secretary to an Executive Manager in Denel Aviation, an Entity of Denel where I gained a lot of experience in Human

Resources Management and Office Management.

I was then appointed permanently as a Secretary to a Labour Relations Executive Manager in DATAM, another entity of Denel. After two years in the position, I was promoted as a Senior Secretary, managing the office of the Group Labour Relations Manager at Denel Head Office, Waterkloof, Pretoria. Two years later, I was promoted as a Personal Assistant, managing the office of

the General Manager at Denel Personnel Solutions, another entity of Denel.

In 2004, I was appointed as an HR Consultant at Denel Personnel Solutions (DPS), an entity of Denel,

providing the full HR spectrum to the Cleaning and Security workforce. In 2007, I was promoted as an HR Manager at Denel Properties, another entity of Denel until I left Denel end June 2010.

I joined Qinisa Civil and Construction as an HR Manager for a year until it was liquidated in May 2012. In June 2012, I joined National Treasury as a Deputy Director, Labour Relations and was promoted in February 2015, as a Deputy Director Labour Relations and Employment Equity.

I joined the Government Technical Advisory Centre in February 2018 as Deputy Director, Labour Relations and Employment Equity until October 2022.

I am currently working for a Quantity Surveyor Company as an HR Manager from December 2022 to date on a fixed term contract.

I hold a Diploma in Human Resource Management and Training from Varsity College, Pretoria, a National Diploma in Business Computing from Boarder Technikon, Eastern Cape and a Secretarial Certificate also from Boarder Technikon in Eastern Cape. I am currently studying LLB through UNISA.

Throughout my professional career, I always deliver more than what is expected.

An opportunity for an interview to share my successes and skills will be greatly appreciated

|                         |                                       |
|-------------------------|---------------------------------------|
| Preferred occupation    | Administrators<br>Administrative jobs |
| Preferred work location | Gauteng                               |

### Contacts and general information about me

|                      |   |
|----------------------|---|
| Day of birth         | 1974-06-22 (50 years old)   |
| Gender               | Female  |
| Residential location | East Rand<br>Gauteng  |
| Telephone number     | <i>Information is available only for registered users.</i><br><a href="#">Sign in</a> |
| Email address        | <i>Information is available only for registered users.</i><br><a href="#">Sign in</a> |

### Additional information

|                          |                      |
|--------------------------|----------------------|
| Salary you wish          | 30000.00 R per month |
| How much do you earn now | 25000.00 R per month |