

Curriculum Vitea

Jacob Phemelo Mamogale

PERSONAL PROFILE

I am a vibrant, energetic and task-orientated person who possesses a high level of integrity and commitment. I am eager to take on new challenges and learn quickly. My studies and work experience have taught me to cope under high levels of pressure, be creative, and engage in action orientated behaviour and to adapt to any environment. My commitment is apparent in the results that I generate.

CAREER OBJECTIVES

I have always been inspired by the world of commerce and information technology, thus where my career objectives lean with a hope of one day becoming a Chartered Accountant (SA). I would like to work in an environment where I can use my creativity in every opportunity that comes my way. I strongly believe that one's work must be an on-going challenge as it keeps you on top of your game. I excel in an environment where I am able to use my initiative. I accept authority and responsibility and I'm highly motivated.

Personal details

Surname	Mamogale
First names	Jacob Phemelo
Nationality	South African
Home language	Sepedi
Other Language	English, Zulu, Xhosa, Venda and Afrikaans
Identity Number	0003205492089
Age	23
Gender	Male
Marital Status	Single
Residential address	94 Mandela Village, Riba Cross, Driekop, 1129
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Cellphone Number	0671361033
Email address	Jacobp.mamogale@gmail.com

Education

Name of Institution	Calvin College
Year of Completion	2018
Qualification	Matric(NCS)
Subjects	Accounting Economics Business Studies Mathematics Sepedi English Life orientation

Name of institution	Wits Star Schools
Year of completion	2019
Qualification	Matric(NCS)
Subjects	Mathematics Accounting

Name Of institution	University of South Africa
Qualification	BACHELOR OF ACCOUNTING SCIENCES IN FINANCIAL ACCOUNTING
Enrolment Perion	2022 to current date

Current Employment History

Name of Employer	Aquity Innovatios
Position Held	Data Capture
Duties	Ensure accurate daily electronic data capturing in the government databases and consolidation for designated service points. Ensure that all data captured and entered has been verified for quality and accuracy. Validate data to ensure correctness, completeness, and consistency. Compile routine statistical reports on TB data. Maintain and update all relevant TB and HIV registers. Capture incoming clinical data on clients identified from the mobile and outreach teams. Ensure that all data are captured according to the DOH standard operating procedures.

	Ensure that data is transmitted to relevant manager/s within the set timeframes. Participate in data quality management by performing the required data verifications, data quality assurance and control measures. Complete daily, weekly, monthly reporting templates accurately and timely submission thereof. Support facilities to address emerging data management issues. Perform all necessary administrative duties related to data capturing. Liaise with facility staff regarding recording and reporting of TB data. Work closely with the TB focal person/s and facility manager. Attend relevant trainings and meetings as required. Reporting The Data Capturer will: Report directly to the assigned supervisor in the facility who will monitor day to day activities and approve timesheets. Also report to the AQUITY Innovation's M&E officer, according to the organization policies, procedure and Global Fund requirement
Duration	01 Nov 2024 till date
Name of Employer	Aquity Innovations
Position Held	Driver/Data Capture(NHLS)
Duties	Capture, record and report on all data collected from TB screening in communities and facilities Generates daily, weekly and monthly reporting of data for reporting Collect and verify data monthly and quarterly to ensure data quality and conduct data clean-up as required. Provide system generated data and compile reports on successes and challenges to the facility, sub-district/district monthly and quarterly Filing and administrative duties and perform any ad-hoc duties as required Set up and prepare for daily activities. Drive vehicles for community outreach purposes Conduct social mobilization for demand creation Prepare the vehicle for community outreach and maintain an accurate vehicle log
Duration	16 Jan 2024-31 Oct 2024
Name of Employer	Manville Stores (Pty) Ltd
Position Held	Assistant Manager (Part Time)
Duties	Assist with the day-to-day running of the entity Co-ordinate staff Capturing company data
Duration	January 2022 till date

Name of Employer	National Health Laboratory Services (NICD Receiving Office)
Position Held	Clerk Laboratory/ Messenger (Part Time)
Duties	Receives, labels and sorts specimens for testing according to the SOP's Captures patient's information into the system Creates shipping lists of samples for distributions to laboratories Administers the distribution of samples to ensure smooth channelling of specimens to various disciplines. Receipt and downloading of electronic referrals to correlate specimen received with information provided and follow up accordingly, in order to improve turnaround times. Responsible for appropriate packaging, recording, and monitoring of all out-going referral specimens. Keeps specimens request forms for audit purposes. Handle administrative queries, phone out results, initiate printing and faxing of reports. Advise clinicians/nurses on type of samples and/or sample containers required to perform specific tests in order to prevent incorrect sample.
Duration	1 July 2020 – 30 June 2021
Position	Receiving Manager
Contact Person	Busisiwe Masengemi
Contact Number	0115550302/ 082 867 5510/ 0674157629
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