**CURRICULUM VITAE**

**THANDUXOLO ERIC FATYI**

**7350 Extention 2, Phumlani Location, Grahamstown, 6139**

Contact details: Cell number : **076 399 2839**

 Email address : **fatyithasky@gmail.com**

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**PERSONAL DETAILS**

Surname : Fatyi

Names : Thanduxolo Eric

Preferred Name : Thasky

Nationality : South African

Identity Number : 810526 5603 083

Marital Status : Single

Languages : Home Language - IsiXhosa (Read, Write and Speak) perfectly,

IsiZulu (Read, Write and Speak) fluently,

English (Read, Write and Speak) fluently,

Afrikaans (understanding) fairly,

French (understanding fairly)

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**PERSONAL MOTIVATION**

I sincerely consider myself as a passionate, reliable, credible and hardworking person who enjoys working with people of different races and cultures. I am always eager to learn and strive to do my outmost best in every challenge that I encounter. I am a person that learns from their seniors and works well under pressure. I enjoy reading and engaging in meaningful conversations with others.

I wish to pursue a career where I would be able to use my skills and abilities to render services, in cultivating the growth of the organisation and contribute meaningfully towards achieving its targets.

In my previous working environments, I have gained computer literacy skills, exposure in customer care services, administrative support, stakeholder liaison, management support and record keeping.

**EDUCATIONAL QUALIFICATIONS**

**2007-2012: RHODES UNIVERSITY: BACHELOR OF ARTS**

**1994-1998: NTSIKA SENIOR SECONDARY EDUCATION: MATRIC**

**EMPLOYMENT HISTORY**

1. **Khunju Marketing Services**

**Position: FACILITATER NEW VENTURE CREATION (NVC)**

**Period: August 2019 until current**

**Reason for leaving: fixed term project with start and end period**

**Duties:** Facilitation of learner ship studies on basic communication, business operation and communication, professional behaviour and marketing, IT, legislation, innovation and creativity.

1. **Kgethi Images**

**Position: TRANSLATOR / LANGUAGE PRACTITIONER**

**Period : 15 January 2019 to 31 April 2019**

**Reason for leaving: fixed term project with start and end period**

**Duties:** Provision of language advisory services and terminology development.

 Listening to audio recordings and typing them out into a word document

 Translation and proof reading of transcripts to ensure adherence to

 Standards

1. **National English Literature Museum**

**Position: Curator**

**Period: 1 March 2018 to 31 September 2018**

**Reason for leaving: End of contract period**

**Duties:** Electronic archiving of literature books. Assembly, cataloguing, managing

and presenting / displaying of books & cultural collections

**Extramural duties:** Listening to audio recordings and converting them to writing

 Proofreading of documents and books

 Copy editing of documents and books

1. **Department of Sports, Arts and Culture (Sarah Baartman District)**

**Position: Intern**

**Period: 1 May 2016 to 28 February 2018**

**Reason for leaving: End of contract period.**

**Duties:** Implementing and coordinating District Office Arts and Culture

activities. Assisting in coordinating District Arts and Culture projects. Liaison

 with provincial and local artist’s authorities. Assisting stakeholders with

 knowledge in all arts platforms such as language and literature, filming,

 visuals and performing arts. Assisting with promotion and development of

 performing arts (music, drama, dance, film and language) in the Eastern

 Cape province. Coordination of capacity building workshops.

1. **Media Connection**

**Position: Content Producer**

**Period: 1 February 2015 – 7 March 2016**

**Reason for leaving: End of contract period**

**Duties:** Content Production. Ensuring that the local radio station has current

news every day. Assisting with planning and developing of content

 programs to ensure that events and activities are available for the

 community. Implementing local programs for the local community to

 have access to news, sports infotainment and edutainment programs.

 Administering radio programs to ensure delivery within guidelines and

 the mission and vision of Media Connection. Promotion of news and

 sport programs to create awareness in the community of available

 opportunities and activities.

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1. **Rhodes University**

**Position: Various**

**Period: 2007 to 2014**

**5.1. Assistant Researcher**

 **Period: 01 February 2012 - 20 December 2014**

 **Reason for leaving: End of contract period**

 **Duties:** Handling and protection of confidential and sensitive data with

 integrity. Managing data collection projects by meeting paper and

 electronic mailing deadlines. Entering data, transcribing tapes and

 handwritten notes. I learnt and used technology to do these tasks more

 effectively. Compiling, processing and analysing data; record research

 procedures and results; Filling and record management; data coding,

 electronic data processing; input and retrieve data using computer

 technology.

* 1. **Teaching Assistant**

**Period: 01 February 2010 - 01 December 2011**

**Reason for leaving: end of contract period**

**Duties**: Assisting none mother language students from Ohio to adjust to the South African schooling environment. Getting classrooms ready for lessons. Listening to learners read, reading to them or telling them stories. Helping learners who need extra support to complete tasks.

 Helping with outings and sports events & taking part in training,

 and rehearsals. Teaching indigenous South African playtime games.

* 1. **Office Administrator: SANTED**

 **Period:** **01 February 2007-20 December 2009**

 **Reason for leaving: end of contract period.**

**Main Duties:** Rendering administrative support to the office of the head of the school of languages.

 Scheduling and coordination of all logistical arrangements for meetings.

Managing of a professional reception environment, diary management, record keeping, drafting, typing, editing and filling of correspondence, management support.

 Maintain office correspondence. Including receiving, recording, acknowledging receipt, and distribution of all incoming correspondence.

**KEY AREAS OF STRENGTH**

* Goal orientated person who works well under pressure
* Eager and quick learner who finds challenges exciting
* Responsible and trustworthy person who maintains high standards of conduct
* Ability to speak and express self clearly considering both sides of an issue
* Possesses cultural awareness and sensitivity
* Demonstrates dedication to the position and the community
* Inspires others to believe that the impossible can be possible

**ACHIEVEMENTS**

Founder of Rhodes University Melodies (RUM), the University Choir which Won OR Tambo Large Category in Cacadu district 2013 Regional Eliminations

Co-founder of lsiXhosa Open Society, a project group set up to unite Rhodes University and people of Grahamstown at large

Co-Founder of a Community Soccer Team by the name of Shinning Stars FC 2014 until currently

**REFERENCES**

1. Mr L Makola

Director Kgethi Images (Pty) LTD

4075 Steeles Taddy Street

Alberton

Tel: 079 7244 783

e-mail: kgethiimages@gmail.com

1. Adv. Bulelani Mbeleni

Legal Aid Practitioner: Legal Aid South Africa (Gauteng)

Daniels Street

Grahamstown

Tel: 082 694 9921

e-mail: BulelaniM1@legalaid.co.za

1. Prof. Russell. H. Kaschula

NRF SARChI Chair: Intellectualisation of African Languages

Multilingualism and Education.

School of Languages (African Language Studies).

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**NRF SARChI Chair: Intellectualisation of African Languages, Multilingualism and Education**

12 February 2020

**TO WHO IT MAY CONCERN**

This is to confirm that Mr Thanduxolo Fatyi was a student at Rhodes University. He majored in isiXhosa and Ethnomusicology for his BA degree.

He is particularly gifted in language studies and is able to operate in South Africa’s multilingual workplace, particularly because of strengths in the fields of translation and editing, subjects which he studied in his undergraduate degree.

Mr Fatyi has also contributed administratively to the African Language Studies Section over the years. While studying towards his BA degree he acted as an Administrative Assistant to the South Africa-Norway-Tertiary-Education programme in multilingualism which was hosted by Rhodes University. In this process he honed his computer literacy skills.

Mr Fatyi is also an author and his first short stories will be published by UNISA Press in 2014. He has also previously contributed towards a poetry anthology; creation of Lonely Planet Africa Phrases & Dictionary.

I would therefore recommend him within any environment where his language and administrative skills can be put to good use. Mr. Fatyi is familiar with the culture of Rhodes University and is well known by the community members of Grahamstown.

Sincerely

Russell Kaschula

Russell H Kaschula

Professor of African Language Studies & NRF SARChI Chair: Intellectualisation of African Languages, Multilingualism and Education