






RASMOS MACHELE

SOCIAL WORK: PSYCHOLOGY

Contact Me

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 7 Krugersdorp 1754
Johannesburg ,South
Africa

Other Info

Skills

*Administrative,
*Organizational,
*Data Analyzing *Computer
skills,
*Negotiation, *Rapport Building,
*Excellent Communication,
*Active listening,
*Problem Solving, *Report
Writing, *Driving skill(code10).

Languages

English, Xitsonga, Tshivenda,
IsiZulu, Sesotho, SiSwati



About Me

I am a young professional in possession of a Degree in Social Work. A well mannered,genuinely focused, highly competent and enthusiastic individual with an experience of working as a team in a busy office environment.



Experience

2020/06/01 -
current job

CLINIX HEALTH GROUP (Solomon Stix Morewa Memorial Hospital) | Mental Health Social Work Intern

RESPONSIBILITIES:

*Conduct Psychosocial assessment *Conduct LOAs
*Evaluate and draw an appropriate treatment plan for
users *Psychosocial interventions
*Working with multidisciplinary team *Write progress
reports *Conduct Family therapy *Home visits.
*Psycho-education *Tracing of family of users.
*Facilitating admissions
process. *Facilitate Discharge planning and procedure
*Apply ID document for the user. *Apply Disability
grant for the users *Applications of Mental Health Act.

2020/02/01 -
2020/08/30

BLACK WOMXN CAUCUS(crisis of care) | Counselor

RESPONSIBILITIES: *Family counseling *Family
conflict management *Disability counseling
*Debriefing *HIV awareness and counseling. *Victims
empowerment *Gander based Violence

References

Abram Sethabela (Social
Auxiliary Worker) +27 74 568
7911

Nyiko Ubisi (Social Worker)
+27724719117

Charlse Mkhabele (Social
Worker Supervisor)
+2779 102 8304 / 013 775 0903

2020/05/01 -
2020/11/

DEPARTMENT OF SOCIAL DEVELOPMENT | Student Social Worker

RESPONSIBILITIES:

* Community awareness campaign *Assist in applying
for maintenance *Visiting communities. *Monitoring
ECDs on funds. *Conducted home visits to
investigate living circumstances. *Family preservation.
*Placements(child custody). *Child welfare. *Social
security *knowledge about Divorce Matters Acts ,
Children's Act,
Maintenance Act and Domestic Violence Act.

2020/12/01 -
2021/04/23

DEPARTMENT OF BASIC EDUCATION (Sokisi High School) | Assistant Administrator

RESPONSIBILITIES

*Data capturing *Data analysis *Financial
administrations *Photocopying, printouts, fax and scan
*Receiving communicate for the school



Education

2010 - 2015

SOKISI HIGH SCHOOL | National Senior
Certificate

2016 - 2019

UNIVERSITY OF VENDA | Bachelor Of Social
Work: Psychology

2020 - 2020

AVUXENI COMPUTER ACADEMY | Basic
Computer Skills