

CURRICULUM VITAE OF HAZEL NASIPHI MOYA

Personal Information

Education

January 2015 to date	University of the Western Cape Ph.D Political Science
Dissertation Title	The Negotiated Nation: Evaluating Nation Building in the Post-Apartheid South Africa.
2014	UCT & LSE Winter Course Democracy and Development in Africa
2011	University of Cape Town <i>Master of Philosophy (MPhil.): Public Policy and Administration</i>
Dissertation title	Evidence of centralisation practices in South African local government
2008	University of Cape Town <i>Honours, Social Science: Public Affairs and administration</i>
Dissertation title	Democratic decentralisation in developing countries: A critical overview
2005-2007	University of Cape Town <i>Bachelor of Social Science</i>
Majors	Politics and Public Policy & Administration
2004	Zisukhanyo Secondary School, Cape Town Senior Certificate (Full Matriculation Exemption)
1993- 2001	Mpikwana Junior Secondary School Grade 0- 9

WORK EXPERIENCE

Chief of Staff: Office of the Executive Mayor
Company/Organisation: City of Tshwane
Period of employment: 10 June 2019 – to date

Acting Chief of Staff: Office of the Executive Mayor
Company/Organisation: City of Tshwane
Period of employment: 14 February 2019 – 9 June 2019

Group Head: Office of the Chief Whip
Company/Organisation: City of Tshwane
Period of employment: 7 November 2016 – 13 February 2019

Provincial Manager: Support Services
Company/ Organisation: Democratic Alliance Gauteng
Period of employment: 1 December 2014 – 5 November 2016

National Manager: Performance Development and Management System
Company/ Organisation: Democratic Alliance Head Office
Period of employment: 3 October 2011- 30 November 2014

Office and Projects Assistant
Company/ Organisation: Bertha Philanthropies Services (PTY) LTD
Period of employment: 14 March 2011- 30 September 2011

Monitoring and Evaluation Consultant- Programme Evaluation
Company/ Organisation: Heinrich Boll Stiftung (HBS)
Period of employment: October 2010-11 March 2011

Research Assistant
Company/ Organisation: Centre for Educational Technology
Period of employment: April to December 2010

Research Assistant
Company/ Organisation: Community Law Centre, University of Western Cape
Period of employment: February to December 2010

Research Assistant and Project Administrator
Company/ Organisation: Democracy in Africa Research Unit (DARU) & African Legislatures Project
Period of employment: January 2009- March 2011

Tutor and Teaching Assistant
Company/ Organisation: Political Science Department (UCT)

Period of employment: February 2008- December 2010

SKILLS/ ABILITIES

Computer Literate: PowerPoint,	Microsoft Packages, Access, Ms Word, Excel Level 1-3, Internet, E-mail.
Research Skills	*Qualitative Research *Quantitative Research
Research administrative & management skills	*Study Design *Sampling *Questionnaire Design *Data entering *Data analysis *Field work *Reporting
Performance Management & Development System	*Programme design *Creating Job Description *Aligning targets with strategic objectives *Training for implementation- programme operation and objectives *Qualitative and Quantitative Reporting *Implementing and Managing IT system
Monitoring and Evaluation	*Application of social research methodology *Performance Management *Study Design *Sampling * Questionnaire Design *Data entering *Data analysis *Research Analysis *Reporting
Research Programmes	SPSS, NVivo, Compass, HR Manage
Other:	Excellent Communication skills, Presentation skills, Consultation, Report writing skills, Numerical skills, works well in a diverse team, flexible and creative approach to work,

broad knowledge of South African public service legislative framework

LIST OF REFERENCES

1. Cllr Christo van der Heever
Chief Whip of Council

2. Michael Beaumont
Former Provincial Managing Director, DA Gauteng

3. Ms Penny Tainton
Executive Director: Organisational Development, Democratic Alliance

4. Dr Cherrel Africa
Phd Supervisor & Political Studies Head of Department, UWC

5. Ms Elizabeth Welsh
Project Manager: DARU, UCT

6. Dr John Akokpari
Senior lecturer: Political Studies
University of Cape Town