

MOLEFI JOHANNES KHIBA

076 243 7491
molefikhiba7@gmail.com
Regan Street, Bedelia, Welkom, 9459

Dear Hiring Manager,

I am writing to express my strong interest in any available driving positions within your company. With over two decades of professional experience in driving and technical support roles, I am confident in my ability to contribute positively to your team.

Throughout my career at companies such as Unitrans Passengers – Megabus and Coach, Sechaba Solutions, and Welkom Office World, I have developed a solid reputation for safe driving practices, punctuality, and excellent customer service. I hold an EC1 driver's licence with a Professional Driving Permit (PDP) and have consistently demonstrated strong skills in route planning, vehicle inspection, and compliance with traffic regulations.

Beyond my driving capabilities, I bring a strong work ethic, reliability, and excellent communication skills. I am patient, adaptable, and committed to maintaining a positive and professional attitude even in challenging environments. My experience transporting passengers safely, assisting in technical maintenance work, and managing delivery logistics positions me as a well-rounded candidate for your driving team.

I am excited about the opportunity to bring my dedication, skills, and positive attitude to your organization

Thank you for considering my application.

I look forward to hearing from you.

Sincerely,
Molefi Johannes Khiba

MOLEFI JOHANNES KHIBA

Phone: 076 243 7491

Email: molefikhiba7@gmail.com

Address: Regan Street, Bedelia, Welkom, 9459

I am an experienced professional with over two decades of expertise in driving, electrical assistance, and technical support roles. I am known for consistently delivering high-quality work within set deadlines, supported by strong time management, communication, teamwork, and problem-solving skills. Patient, trustworthy, honest, and respectful, I am committed to achieving organisational goals and building positive working relationships. I adapt easily to diverse environments and challenges, maintaining a positive attitude at all times.

Personal Details

Nationality: South African

Driver's Licence: EC1 with PDP

Date of Birth: 28 June 1976

Gender: Male

Languages: English, Sesotho, Afrikaans, and Setswana

Education

Makabelane High School

Grade 11 (1996)

Subjects:

- English, Sesotho, Mathematics, Physical Science, and Electrical Trade Theory

Work Experience

Driver

Unitrans Passengers – Megabus and Coach

2013 – Present

- Safely transported passengers according to schedules and routes, ensuring comfort and safety at all times.
- Performed daily vehicle inspections, reporting and addressing any mechanical issues immediately.
- Provided professional customer service by assisting passengers with enquiries and ensuring a pleasant travel experience.

Electrical Assistant and Driver

Sechaba Solutions

2008 – 2011

- Assisted electricians with the installation and maintenance of streetlights and high-mast lighting systems.
- Operated and maintained vehicles, ensuring materials and equipment were safely transported to sites.
- Conducted basic fault finding and troubleshooting of street lighting under supervision, supporting service delivery goals.

Driver

Welkom Office World

Jan 2007 – Dec 2007

- Delivered office supplies and equipment to clients across Welkom and surrounding areas, maintaining timely schedules.
- Handled delivery documentation, ensuring invoices and proof of deliveries were accurately completed.
- Maintained delivery vehicles through regular checks, ensuring roadworthiness and company standards were

Bakery Technician Assistant

S.S Bakery Services

1998 – 2006

- Assisted technicians with the installation, maintenance, and repair of bakery machinery and equipment.
- Prepared tools and materials for technicians, ensuring efficient workflow on service calls.
- Performed basic maintenance tasks under supervision, contributing to the smooth operation of client bakeries.

Technical and Soft Skills

- | | |
|---|------------------------|
| • Driving (EC1 licence with PDP) | • Adaptability |
| • Navigation and Route Planning | • Reliability |
| • Vehicle Inspection and Basic Maintenance | • Decision-Making |
| • Electrical Assistance (Streetlights and High Mast Lights) | • Active Listening |
| • Equipment Handling (Bakery Machinery) | • Positive Attitude |
| • Delivery and Logistics Management | • Work Ethic |
| • Fault Finding (Basic Electrical Systems) | • Time Management |
| • Record Keeping and Delivery Documentation | • Communication Skills |
| • Safety Compliance and Traffic Regulation Adherence | • Teamwork |
| • Passenger Assistance and Customer Service | • Problem-Solving |

References

Mr. Pule Malefane
Phone: 081 039 3981

Mrs. Linda Bouwer (Depot Manager)
Phone: 057 212 1138 / 087 358 9870

Mr. L Lechesa
Phone: 072 861 3506

GEREGISTREERDE WOON- EN POSADRES

1. Bewaar die bewys van u GEREGISTREERDE WOON- EN POSADRES in hierdie sakkie.

2. Indien u van adres verander het, of indien besonderhede van u huidige adres, bv. straatnaam en/of -nommer, ens. verander het, moet die vorm KENNISGEWING VAN ADRESVERANDERING, wat in die sakkie agter in die identiteitsdokument is, gebruik word om die verandering aan te meld en moet dit ingedien word by of gepos word aan die naaste streek-distrikkantoor van die DEPARTEMENT VAN BINNELANDSE SAKE.

REGISTERED RESIDENTIAL AND POSTAL ADDRESS

1. Keep the proof of your REGISTERED RESIDENTIAL AND POSTAL ADDRESS in this pocket.

2. If you have changed your address, or, if particulars of your present address, e.g. name of street and/or street number, etc., have been changed, the NOTICE OF CHANGE OF ADDRESS form in the pocket at the back of the identity document must be used to report the change and it must be handed in at or posted to the nearest regional/district office of the DEPARTMENT OF HOME AFFAIRS.

I.D.No. 760628 5309 08 1



S.A.BURGER/S.A.CITIZEN

VAN/SURNAME

KHIBA

VOORNAME/FORENAMES

MOLEFI JOHANNES

GEBORTEDISTRIK OF LAND/
DISTRICT OR COUNTRY OF BIRTH

SOUTH AFRICA

GEBORTEDATUM/
DATE OF BIRTH

1976-06-28



DATUM UITGEREIK
DATE ISSUED

2009-03-18

UITGEREIK OP GESAG VAN DIE
DIREKTUR-GENERAAL:
BINNELANDSE SAKE

ISSUED BY AUTHORITY OF THE
DIRECTOR-GENERAL:
HOME AFFAIRS

DRIVING LICENCE
LAËSENSE YA HO KGANNA
CARTA DE CONDUCAO

SADO



SOUTH AFRICA

HJ KHIBA

ID No.: 02/7606285309081

MALE

Birth/Letswalo: 28/06/1976 ZA Restr./Dikgaello: 0

Lic. No./No. Leses: 3075000306P4 No: 1

Valid/Efela neng: 14/09/2024 - 13/06/2029

Issued/Etsebi: 2A

Code/Khotso

Ver. restr./Mofuta wa kotoi:

First issue/Phumano ya pele:

EC1

0.4

30/11/1991

Prof. driving permit: G.P.
Iunella ya ho qalame ka tsoelo
Expiry date: 12/06/2025
Letsoali la ho qetela



SUID-AFRIKAANSE POLIS
CLIENT SERVICE
CENTRE

2025-06-26

WELKOM

POLICE SERVICE

IN WARE AFDruk (AFSKRIF) IS VAN
VOLGENS MY VIR WAARNEMING VOORGELE
OR DIE OORSPRONKLIKE DOKUMENT AANGES

THE
OF THE
ATION. I
MENT ORIA

Handwritten signature: Molefi Johannes Khiba
Handwritten text: 7606285309081
Handwritten text: MS Molefi

Republic of South Africa



Republiek van Suid-Afrika

TDL51(2005/11)

No 30750000511W

TDL

TEMPORARY DRIVING LI-
SENCE/PR. DRIVING PERMIT
(National Road Traffic Act, 1996)

TYDELIKE BESTUURSLI-
SENSIE/PR. BESTUURSPERMIT
(Nasionale Padverkeerswet, 1996)

PARTICULARS OF HOLDER
Restrictions on
driver (if any)

0

BESONDERHEDE VAN HOUER
Beperkings op
bestuurder (indien enige)

Type of identification/Soort identifikasie
RSA ID document / RSA ID dokument
Identification number/Identifikasienommer
7606285309081

Country of issue/Land van uitreiking
South Africa / Suid-Afrika
Initials and surname/Voorletters en van
MJ KHIBA

Date of issue/Datum van uitreiking
2025-06-10

Driving licence testing centre/Bestuurslisensietoetsentrum
NELKOM VTS & DLTC

Code/Kode
EC

Date/Datum
2025-06-10

Bestuurslisensie(s)
Hest./Bep.
0



DECLARATION

I declare that the licence in respect of which the particulars are reflected alongside, (i) has not yet come into my possession, (ii) was stolen/lost/detached/destroyed, (iii) that all particulars submitted by me are true and correct and I realise that a false declaration is punishable with a fine or one year imprisonment or both.

VERKLARING

EK verklaar dat die lisensie ten opsigte waarvan die besonderhede langsaaan verskyn, (i) nog nie in my besit gekom het nie, (ii) gesteel/verlore/geskeur/vernietig is, dat alle besonderhede wat deur my verskaf is waar en korrek is en ek besef dat 'n vals verklaaring strafbaar is met 'n boete of een jaar gevangenisstraf of beide.

Driver restrictions
Bestuurderbeperkings

- 0 None/Geen
- 1 Glasses/Contact lenses
Bril/Kontaklense
- 2 Artificial limb
Kunstledemaat

Vehicle restrictions
Voertuigbeperkings

- 0 None/Geen
- 1 Automatic transmission
Outomatiese transmissie
- 2 Electrically powered
Elektries aangedrewe
- 3 Physically disabled
Liggamlik gestrem
- 4 Bus > 16 000kg (GVW) permitted
Bus > 16 000kg (BVM) toegelaat
- 5 Tractor/Trekker
- 7 Industrial vehicle/Industriële voertuig

Category/less and
expiry date of PDP

GP and/en 2026-06-12

Kategorie/le en
vervaldatum van PRBP

I confirm that I am conversant with the content of the declaration.

EK bevestig dat ek vertroud is met die inhoud van die verklaaring.

Signature of holder

Handtekening van houer

Valid for 6 MONTHS from date of issue

Geldig vir 6 MAANDE vanaf uitreikingsdatum

RECEIPT

KWITANSIE

Receipt number

Kwitantienommer

Total amount received

R0.00

Totale bedrag ontvang

Date

2025-06-10

Datum

Received by

MM TSOHO

Ontvang deur

Linkerduimafdruk van persoon waarvan die besonderhede langsaaan verskyn.

Left thumb imprint of the person whose particulars are reflected alongside.

FREE STATE PROVINCE
PROVINSIE VRYSTAAT
PROVENS I YA FREGREISTATA

2025-06-10

P.O. BOX 1199 WFLKOM 9460
REGISTRERING OORHEID
T/010 YA NGODISO

CA 4184759

Z 579



TOPGEAR DRIVING ACADEMY

This certificate of attendance
has been issued to

Johannes Khiba

ID No: 7606285309081

For the

Defensive Driving Course - Theory Only

hereby issued

on this 4th day of March 2016

This training programme includes:

Defensive Driving Tutorial

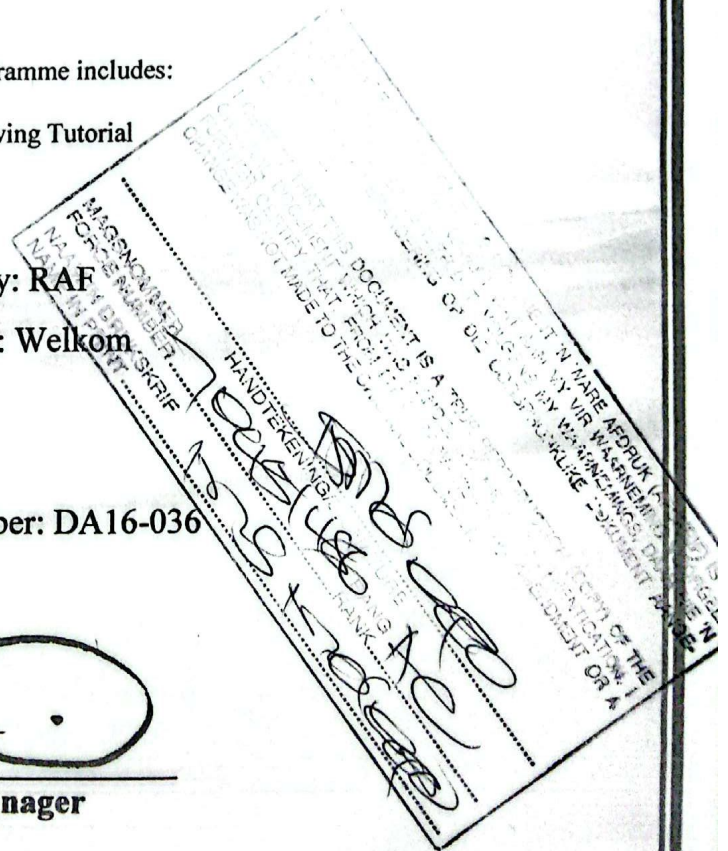
Company: RAF

Location: Welkom

Certificate Number: DA16-036

Braun

General Manager



Magic
TRANSFERS

M
MEGA EXPRESS

MEGA BUS

MEGA COACH

CITILINER

GREYHOUND

BOJANALA BUS



PASSENGER

Certificate

This is to certify that

M J Khiba

ID 7606285309081

Attended the following training program

Focus on safety at intersections
cornering
speed control
road safety
clear driving space
&
following distance

Group HR Manager

Training Officer

October
2016
Johannesburg

K0866



FREE STATE DEPARTMENT OF EDUCATION
VRYSTAAT DEPARTEMENT VAN ONDERWYS

STATEMENT OF SYMBOLS
STAAT VAN SIMBOLE

SENIOR CERT. (FULL-TIME) / SENIOR SERT. (VOLTYDS)

* NOVEMBER

IDENTITY NO. / IDENTITEITSNR. : 7606285309081

EXAMINATION NUMBER / EKSAMENNOMMER

A7606285309081

KHISA MOLEFI JOHANNES

CENTRE / SENTRUM 3090905 MAKABELANE HIGH SCHOOL

SUBJECTS / VAKKE		MARKS/PUNTE	SYMBOL / SIMBOOL
00418	SOUTHERN SOTHO FIRST LANGUAGE HG	0236	D (50-59%)
00105	ENGLISH SECOND LANGUAGE HG	0126	E (40-49%)
00201	MATHEMATICS SG	0022	H (0-19%)
00302	PHYSICAL SCIENCE HG	0083	GG (20-24%)
00642	TECHNICAL DRAWING SG	0014	H (0-19%)
01076	MOTOR MECHANICS LG	0080	F # (33,3-39%)
XXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXX
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GRAND TOTAL		561	
FAIL SENIOR CERTIFICATE			

= CONVERTED TO LOWER LEVEL TO EFFECT A PASS SYMBOL

DATE
DATUM

1997

MACSHOWER
NAME IN GROKSKRIF
NAME IN PRINT

ACTING HEAD : EDUCATION
WAARNEMENDE HOOF : ONDERWYS

A SUBJECT CERTIFICATE, WILL BE FORWARDED TO THE SCHOOL.

THE DEPARTMENT RESERVES THE RIGHT TO EFFECT CHANGES TO THIS DOCUMENT IF NECESSARY.
DIE DEPARTEMENT HOU DIE REG VOOR OM INDIEN NODIG, VERANDERINGS AAN HIERDIE DOKUMENT AAN TE BRING.

Issued without alteration or erasure/Uitgereik sonder verandering of uitwissing 11295494W