JONATHAN ROETS

Nigel, South Africa 1491 | +27826102440 | roetsjonathan@gmail.com

SUMMARY

I'm a motivated and tech-savvy IT professional who brings hands-on experience in desktop support, technical issue analysis, customer service, and data entry. Right now, I'm diving into my studies in Software Engineering, focusing on programming, cybersecurity, and penetration testing. I love working with Python and have a budding interest in AI and LLMs. I'm passionate about creating secure, automated solutions. With strong problem-solving skills, I'm a fast learner and excel at explaining technical concepts in a way that's easy for users to understand.

EXPERIENCE

CEO of JO4 BREW

self employed | Nigel, South Africa | June 2023 - Current

- **Business Operations:** Successfully launched and operated a mobile coffee shop, handling all aspects including budgeting, purchasing, licensing, and vendor management.
- **Customer Service:** Built strong customer relationships and ensured repeat business through excellent service, friendly engagement, and responsiveness to feedback.
- **Time Management & Efficiency:** Managed daily setup, service, and breakdown independently, ensuring high-quality output in a fast-paced, mobile environment.
- **Marketing & Sales:** Promoted the business through social media and word-of-mouth strategies, increasing brand visibility and attracting new customers.
- **Problem Solving:** Navigated challenges such as equipment failures, location regulations, and stock shortages with calm, quick thinking and adaptability.
- **Financial Management:** Tracked revenue and expenses, calculated profit margins, and maintained financial records to ensure long-term sustainability.

SKILLS

Dynamic business owner and administrative professional with a proven track record in managing operations and enhancing organisational efficiency. As the owner of JO4 BREW, successfully managed all aspects of a mobile coffee trailer business, including customer service, stock control, and financial management. Demonstrated leadership excellence and business development skills through effective local marketing and social media promotion. Previously served as an Administrative Assistant at Leilani Roets, where expertise in document management, payroll processing, and client relations was utilised to streamline operations.

IT & Data Support Assistant

Leilani Roets (0836548010) | Nigel, South Africa | January 2023 - Current

Provided technical support for internal systems, ensuring data accuracy, document security, and access control management.

Developed and maintained spreadsheets to automate commission calculations and payroll tracking, applying logical data validation.

Supported basic cybersecurity practices by implementing secure digital filing and version control.

Handled troubleshooting of IT issues, including email setups, password resets, and system updates.

Streamlined administrative workflows using Google Docs, Sheets, and Drive for effective data management.

Ensured compliance with confidentiality and data protection policies.

LANGUAGES

Afrikaans: C2

Proficient

English: C1

Advanced

HOBBIES AND INTERESTS

Cybersecurity, ethical hacking, Python projects, AI/LLMs, exploring new tech tools, solving CTFs, strategy gaming, and staying updated on programming and cyber trends.

REFERENCES

Jaques 0834157980
Leilani 0836548010

DRIVING LICENCE

- code 8

Proficient in Microsoft Office and Google Workspace tools, with strong negotiation skills and attention to detail. Committed to fostering client relationships while maintaining confidentiality awareness.

EDUCATION

Richfield
Johannesburg, GP
NQF level 7: software engineer
2028

- **Dissertation:** *Exploring Offensive Cybersecurity: Developing Python-Based Penetration Testing Tools with AI Integration* – focused on red teaming techniques and the use of large language models (LLMs) for security automation.
- **Academic Achievement Award:** Dean's Merit Award for consistent academic excellence in Software Development
- **Relevant Coursework:** Object-Oriented Programming, Data Structures & Algorithms, Web Development (HTML, CSS, JavaScript), Database Systems, Software Engineering Principles
- **Degree:** Bachelor of Software Engineering, NQF Level 7 Graduate