

**CURRICULUM
VITAE
OF
LETLOTLO
MOTSUMI**

Personal Details

First Name	Letlotlo
Surname	Motsumi
Home Address	15 Canna Street Brackenhurst Alberton 1448
Cell phone Address	0658418480
Email Address	06letlotlomotsumi@gmail.com
Identification Number	9907065022086
Home Language	SeSotho
Language Competency	English, IsiZulu, Afrikaans

Education

1.High School

Institution	Bracken High School
Highest Grader Passed	Higher Certificate Degree (H)
Year	2017
Subjects	English Home Language Afrikaans First Additional Language Mathematical Literacy Life Orientation Business Studies Geography Life Sciences

2. Tertiary Education

Degree Pursued	Higher Certificate in Counselling and Communications
Name of Institution	South African College of Applied Psychology
Graduation Date	Completed in May 2022
Degree Pursued	Bachelor of Applied Social Science

South African College of Applied Psychology
In progress till 2025

1. Employer: Kenton Primary School
Job Title: Extra Mural Football Coach
Dates of Employment: April 2023 – May 2024

Duties

 - Developing young football talents at the primary school level

Reference

Hamilton Hlabane
0843152352
2. Employer: Glenview Primary School
Job Title: PYEI Education Assistant
Dates of Employment: May 2023 – September 2023

Duties

 - Support educators with classroom management, administrative tasks and lesson preparation.
 - Provide extra academic support to learners who need it.
 - Assist with reading, mathematics, and general literacy programs.
 - Help with technology integration and maintenance of school libraries.

Reference:

Andrea Keeling
0814595840
3. Employer: Hoerskool Dinamika
Job Title: Quality Assurer
Dates of Employment: November 2022 – January 2023

Duties

 - Ensure accuracy and consistency
 - Moderate and cross- check scripts
 - Provide feedback and training
 - Identify anomalies

Reference

Mzwandile Koba
0648707487
0836758218
4. Employer: Rietvlei Soccer Schools
Job Title: Event Manager
Dates of Employment: March 2019 – June 2023

Duties

- Creating awareness and promotions for community futsal soccer tournaments
- Registering and collecting payments from participating teams
- Providing excellent customer service
- Supervising day-to-day activities
- Handling queries and complaints

Reference

Kabelo Motsumi

0798749716

24kabelo@gmail.com

5. Employer: Eskhosini Restaurant and Take Away
Job Title: Waiter
Dates of Employment: November 2015 - January 2016

Duties

- Greeting and serving customer
- Providing detailed information on menus
- Multi-tasking various front-of-the-house duties
- Collecting bills

Reference

Bongi Dlamini

0823761949

Bongi.dlamini@ilangachem.co.za

Strengths

- Great communication skills.
- Team player.
- Reliable and responsible.
- Cope well under pressure.
- Pay attention to detail.
- Respectful.
- Good customer care skills.
- Self-motivated.
- Driver's License

Other Competencies

Ms Word, Ms Excel, Ms PowerPoint & Outlook

About Myself

- Ambitious.
- Hardworking, helpful, honest.
- Responsible.
- Open Minded.
- Organized.
- Proactive.

Summary

Thank you for considering my application. I consider myself a very hardworking, disciplined, honest, and respectful individual. I am very keen to learn and improve on my current skills. My work ethic produces results conducive to the benefits of the business. I look forward to discussing my qualifications with you in an interview. I can be contacted at all times on the details provided above.

This is to certify that,
all the requirements having been met, the

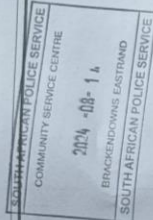
**Higher Certificate in
Counselling and
Communication Skills**

was conferred upon

Letlotlo Motsumi

ID: 9907065022086

at a congregation of The South African College
of Applied Psychology in May 2022



[Signature]
Academic Dean

I HEREBY CERTIFY THAT THIS DOCUMENT IS A TRUE REPRODUCTION (COPY) OF THE ORIGINAL DOCUMENT WHICH WAS HANDLED TO ME FOR AUTHENTICATION. I FURTHER CERTIFY THAT, FROM MY OBSERVATIONS, AN AMENDMENT, ERASURE OR CHANGE WAS NOT MADE TO THE ORIGINAL DOCUMENT.

[Signature]
Registrar

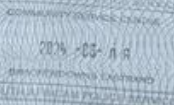
[Signature]
NAME IN FULL: *[Signature]* RANK: *[Signature]*
NAME IN FULL: *[Signature]* RANK: *[Signature]*

306515/01/2022

Registered with the Department of Education as a Private Higher Education Institution under the
Higher Education Act, 1997. Registered certification number: 2005/HE07/001



REPUBLIC OF SOUTH AFRICA



National Senior Certificate

Awarded to

LEILOLO MOTSUMI

Identity number: 9907065022086

Exam number: 8173401250123

Subject	%	Achievement level
English Home Language	55	4
Afrikaans First Additional Language	48	3
Mathematical Literacy	51	4
Life Orientation	63	5
Geography	37	2
Life Sciences	32	2

This candidate is awarded the National Senior Certificate, which is a prerequisite for admission to higher education, provided the candidate meets the minimum requirements for admission to higher education, as determined by the relevant authorities, subject to the admission requirements of the higher education institution concerned.

With effect from December 2017

M. S. LAKHETSI
Chief Executive Officer

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Council for Quality Assurance in
General and Further Education and Training
South Africa

0373696

 **REPUBLIC OF SOUTH AFRICA**
NATIONAL IDENTITY CARD

Surname: **MOTBURN**
Names: **LETLOTLO**
Sex: **M**
Nationality: **RSA**
Identity Number: **9907065022006**
Date of Birth: **06 JUL 1999**
Country of Birth: **RSA**
Status: **CITIZEN**


Signature: 



Conditions:
This card has been issued by the
Department of Home Affairs in terms of the
Identification Act, Act 68 of 1997
If found please return to the Department of Home Affairs
For enquiry or verification purposes contact 0800 90 11 40

Date of Issue: **17 DEC 2015**

 **RSA**

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