



LESEGO MATSIE PHALAKATSHELA

OBJECTIVE

As an entry-level teacher, I would like to leverage my extrovert and dynamic approach in teaching students. With my great administrative and coordination skills, I would work to perform organisational tasks and duties. Guiding the students to encourage them to participate in constructive programs would be my aim as a teacher.

SKILLS

Good verbal skills.
Communication
Public speaking
Problem solving
Computer knowledge
Interpersonal skills
Attention to detail
Data capturing

EXPERIENCE

SPECIALISED CLIENT LIAISON • ISABELLA GARCIA
FEBRUARY 2022 – JULY 2022

Working with current and prospective clients telephonically, excellent computer literacy and literate with regards to Excel and Word, accuracy in data capturing and confirming client information. Fluent in English and Afrikaans, excellent people skills and EQ. Reached a weekly 70% - 87% target (job was target driven)

Teacher assistant • PYEI- Namedi secondary school February 2021 – 15 august 2021

Served as an everyday pillar of support and assistant to the head Teacher with good organizational skills. The ability to build good working relationships with both adults and pupils with the ability to managing groups of pupils and dealing with challenging behaviour's daily.

EDUCATION

GA Level 5 Diploma in Teaching English as a Foreign Language (TEFL) (i-toi)

DIPLOMA IN LAW • 2021 • UNIVERSITY OF SOUTH AFRICA

GRADE 12 • 2014 • NOORDGESIG SECONDARY SCHOOL



PHALAKATSHELA10@GMAIL.COM



081 500 8021



LESEGOPHALAKATSHELA-B26A93158



LESEGO MATSIE PHALAKATSHELA

VOLUNTEER EXPERIENCE OR LEADERSHIP

READERS CHAMPION

02 FEBRUARY 2021 – 31 JULY 2021

A reading program lead by me that assisted learners in reading and Comprehension

Activate Change Drivers

01 February 2019 – 30 September 2019

A youth leadership development programme that provides a national network through leadership training



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