


KATLEGO SELAH SHAI

181 Sunbird Loop, West bank, Alexandra 2090

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0785972141

 Katlego Shai

OBJECTIVE

I seek challenging opportunities where I can fully use my skills for the success of the organization and to work in an environment which encourages me to succeed and grow professionally where I can utilize my skills and knowledge appropriately.

EDUCATION

University of Pretoria

2022

Bachelor's in Theology and Religion

East Bank High school

2019

Matric

EXPERIENCE

Shoprite

2022 - 2023

Assistant

Duties:

Assisting customers.

Helping in the fruit and vegetables department.

Jacaranda Children's Home

2022 - Present

Tutor (Volunteer)

Duties:

Help with teaching.

Talk to the children.

Help with homework.

Urban Tree (Part-time)

2021 - 2021

Waiter

Duties:

Serving guest.

Taking orders.

Ensuring guests are all served.

TRAINING

2022-2022:

Momentum Money Shift Course, Momentum and FINEAZY.

Majors: payments, saving, lending, budgeting, investing, and insurance.

PERSONAL DETAILS

Date of Birth : 17 June 2001

Nationality : South African

Gender : Female

Languages : English, IsiZulu and Northern Sotho

SKILLS

Verbal and written communication

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Leadership Skills

● ● ● ● ●

Time Management

● ● ● ● ●

Able to work independently and in a team

● ● ● ● ●

Able to work under pressure

● ● ● ● ●

Computer Skills: Microsoft office, Word, Excel, Power Point.

● ● ● ● ●

Multitasking skills

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Problem solving skills

● ● ● ● ●

Critical Thinking Skills

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Interpersonal skills are my strengths

● ● ● ● ●

REFERENCE

Funanani Muridili - "Shoprite"

Fruit & Veg supervisor,
079 380 7487

Aaron Day - "Jacaranda children's home"

Facilitator
0712372641

Pilusa Idah - "Ratang Bana organisation"

Social Worker
082 406 9579

2021-2021:

Ready for Work Programme, University of Pretoria

2021-2021:

Mobile Digital Literacy, NEMISA

Majors: Digital Opportunities, Fourth Industrial Revolution, Network Connection, and Word Processing

DECLARATION

I solemnly declare that all the information furnished in this document is free of errors to the best of my knowledge. I hereby declare that all the information contained in this resume is in accordance with facts or truths to my knowledge. I take full responsibility for the correctness of the said information.

Shirley Nhlengethwa - "Focused Network"

Founder

078 939 6756

ACHIEVEMENTS & AWARDS

2022: Mentor, Stars Mentorship, University of Pretoria Assisting first-year students

2019-2023: Brand Ambassador, Focused Network. Ensure that events are successful, and everyone is well. Assisting the founder with events.

2019: Class Prefect, East Bank High school. Assist the teachers with register. Passing the message to learners from the teachers.

2018: Top Student Award, East bank High School. Top 10 learner in grade 10. Top 10 learner in grade 11.