



# KATLEGO MTHETHWA

# INFORMATION TECHNOLOGY STUDENT

[CHECK OUT MY WEBSITE](#)

# CONTACT

-  0682236676
  -  unathi.katlego77@gmail.com
  -  Bedfordview, Johannesburg
  -  <https://dokterphantom.github.io/CV>

## SKILLS

- Cisco Packet Tracer
  - AI Ethics and Privacy
  - Linux-based Operating Systems
  - Procedural Programming
  - Amazon EC2
  - Effective Communication
  - Internet of Things
  - Python Network Programming
  - Computer Skills
  - Server Management
  - Effective Communication
  - Computer Literacy
  - Problem Solving
  - HTML
  - C++
  - (CSS)Cascading Style Sheets

# LANGUAGES

- English (Fluent)
  - Zulu (Fluent)
  - Afrikaans (Basic)
  - Sotho/Tswana (Intermediate)

## REFERENCE

Paul Maleke

## Luxurious Wrap CEO

Phone: 0782012644

Email: paul@pmmedia-signs.co.za

Carla Van Den Berg

## Marketing Manager

Phone: 0726350388



# PROFILE

Hardworking College Student seeking employment. Bringing forth a motivated attitude and a variety of powerful skills. Adept in various social media platforms and office technology programs. Committed to utilizing my skills to further the mission of a company.



# WORK EXPERIENCE

- |                                                                                                                                                  |              |
|--------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| Front Desk, Luxurious Wrap                                                                                                                       | Johannesburg |
| Jul 2023 - Feb 2024                                                                                                                              |              |
| • Managed the daily operations of the front desk, ensuring efficient service delivery and ensuring that all employees had equipment they needed. |              |
| • Managed the front desk operations, ensuring that all inquiries were addressed in a timely and efficient manner                                 |              |
| • I did play a bit of a managerial role, ensuring that all the employees were working and up to date with presented tasks                        |              |
| • I maintained good customer relationship for the company, satisfying all needs for customers and employees included.                            |              |
| Marketing Intern, David Gresham Records                                                                                                          | Johannesburg |
| Mar 2023 - Jun 2024                                                                                                                              |              |
| • Conducted market research that identified key customer segments and generated new product ideas                                                |              |
| • Developed and managed relationships with influencers and other industry partners                                                               |              |
| • Oversee market research to identify emerging trends, customer needs, and competitor strategies.                                                |              |
| • Managed and maintained relationships with clients, vendors, and other stakeholders                                                             |              |
| • Analyzed website and social media analytics to identify trends and opportunities for improvement                                               |              |



## EDUCATION

- |                                             |             |
|---------------------------------------------|-------------|
| <b>Blue Hills College</b>                   | 2022        |
| Completed high school with bachelors degree |             |
| <b>Cisco Network Academy</b>                | 2023        |
| Introduction to Cybersecurity               |             |
| <b>Bachelor of Information Technology</b>   | 2024 - 2027 |
| Network and Security   Eduvos               |             |