



KATLEGO MTHETHWA

INFORMATION TECHNOLOGY STUDENT

CHECK OUT MY WEBSITE

CONTACT

- 0682236676
- unathi.katlego77@gmail.com
- Bedfordview, Johannesburg
- <https://tinyurl.com/28zje8e4>

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

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