

# ZOE LE ROUX

IT SUPPORT

## CONTACT

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- 🌐 [website portfolio URL](#)
- 🌐 [LinkedIn Profile Link](#)
- 🐙 [GitHub Profile](#)

## EDUCATION

2019 - 2022

NMU

- Diploma IT Software Development(2 years)

2015 - 2018

WESTVILLE S.S.S

- Matric Certificate



[ALL CERTIFICATIONS](#)

## SKILLS

- Programming: Python (NumPy, Pandas, NLP libraries), SQL
- AI/ML Tools: TensorFlow, scikit-learn, spaCy, NLTK
- Jupyter
- Ms Office
- Problem-Solving
- Communication
- Adaptability
- Presentation Skills

## LANGUAGES

- English: Fluent
- Afrikaans: Fluent

## PROFILE SUMMARY

Zoe Le Roux is a dynamic professional blending event planning expertise with emerging AI/ML development skills. With a background in coordinating large-scale regional events and optimizing operational workflows, Zoe now applies this precision to building practical AI solutions. Her recent training through CAPACITI's intensive AI Bootcamp equipped her to develop tools like an NLP-powered chatbot and sentiment analysis dashboard, showcasing her ability to translate complex concepts into user-friendly applications.

Zoe's strength lies in bridging technical execution with human-centered design—whether streamlining inventory systems as a Stocktake Operator (+25% accuracy) or mentoring students in technical subjects. Certified in Business Administration and Microsoft technologies, she brings a unique perspective to AI roles, combining data-driven problem-solving with a passion for mentorship and collaboration.

## WORK EXPERIENCE

IT Support Candidate

**CAPACITI**

2025 - PRESENT

- Selected for a 12-month IT Support programme, comprising 2 months of AI Bootcamp, 6 months of comprehensive technical and professional development, and a 6-month industry placement with a hosting company.

Event Planner

**The NextUs Events**

May 2024 - Dec 2024

- As an event planner, I specialize in organizing and coordinating all aspects of events, ensuring they run smoothly and meet clients' objectives. My responsibilities include consulting with clients to understand their vision, selecting and booking venues, hiring and managing vendors, creating detailed event timelines, coordinating logistics, overseeing event setup and teardown, troubleshooting issues during the event, managing budgets, and ensuring compliance with safety and legal regulations.

Stock take Operator

**Mobile Inventory Collation**

Jan 2022 - Nov 2022

- Responsible for accurately counting, recording, and reconciling inventory levels to ensure alignment with company records. Key duties include conducting physical stock counts, identifying discrepancies, and updating inventory systems accordingly. This role is crucial for maintaining accurate stock levels, preventing losses, and supporting efficient supply chain operations.