

TEBATSO KGADITSI

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<https://kgaditsi.github.io/Tebatso-Kgaditsi-s-Portfolio/>

SUMMARY

I am a young black female with a strong foundation in Information Technology holding a National Diploma in Information Technology and Salesforce Administrator certificate. I'm passionate about creating meaningful impact through technology. In addition to completing Salesforce admin, AWS and Cisco certifications, I've built hands-on experience through personal projects and my recent role at Capaciti, where I developed strong skills in Salesforce admin. I am always ambitious to learn new things and prepared to achieve the desired goal of the description. I'm highly motivated and I'm also good in meeting work deadlines through dedication. I would like to work in an environment that will encourage me to succeed and grow professionally so that I can utilize my skills and knowledge appropriately.

EDUCATION

GRADUATED– APRIL 2024

NATIONAL DIPLOMA IN INFORMATION TECHNOLOGY, VAAL UNIVERSITY OF TECHNOLOGY

MAJOR : DEVELOPMENT SOFTWARE, PROJECT MANAGEMENT, BUSINESS ANALYSIS

SEPTEMBER 2024

SALESFORCE CERTIFIED ADMINISTRATOR, SALESFORCE

DECEMBER 2020

MATRIC, PHOMOLONG SECONDARY SCHOOL

SUBJECTS : ENGLISH ,SEPEDI,ACCOUNTING,BUSSINESS STUDIES,ECONOMICS,MATHEMATICAL LITERACY,LIFE ORIENTATION

SKILLS

- JAVA
- PL/SQL
- HTML5
- CSS
- JAVASCRIPT
- VISUAL BASIC
- PHP
- NETWORKING
- ACCOUNTABLE
- COMMUNICATION SKILLS
- HIGHLY MOTIVATED
- TEAMWORK
- TIME MANAGEMENT
- PROBLEM-SOLVING SKILLS
- MICROSOFT 365

- WEB DEVELOPMENT
- TROUBLESHOOTING

EXPERIENCE

- **FEBRUARY 2024- FEBRUARY 2025**
SALESFORCE ADMINISTRATION INTERN, CAPACITI JHB
SKILLS GAINED: CUSTOMER RELATIONSHIP MANAGEMENT, TROUBLESHOOTING, DATA INTEGRATION, APPEXCHANGE MANAGEMENT
- **OCTOBER 2024- TO DATE**
BUSINESS OPERATIONS INTERN, GLOBAL EMPOWERMENT CHALLENGE
SKILLS GAINED: CANVA, TRELLO,CLICK-UP, JIRA, SLACK

REFERENCES

MRS NGOMANE – HIGH SCHOOL TEACHER
083 561 4917

MS SIBAYA – LECTURER
IMMACULATES@VUT.AC.ZA
061 004 1480

MS KEFILOE MPHYE – CANDIDATE SUCCESS MANAGER
KEFILOE.MPHYE@CAPACITI.ORG.ZA
081 334 8416

PROJECTS

- **WEB DEVELOPMENT PROJECTS (GITHUB)**
[HTTPS://GITHUB.COM/KGADITSI](https://github.com/KGADITSI)

