

CURRICULUM VITAE
OF
MATLHOGONOLO NAOA

RESIDENTIAL ADDRESS

2195 UNIT 8
GA-RANKUWA
PRETORIA
0208

CONTACT DETAILS

Cell: 081 368 4688 / 076 877 9424

E-mail: tlhoxi12@gmail.com

PERSONAL DETAILS

Surname:	Naoa
First Name:	Matlhogonolo
Date of Birth:	12/07/1999
Identification number:	9907121306085
Driver's License:	Code 10
Gender:	Female
Race:	African
Nationality:	South African
Home Language:	Setswana
Other Languages:	English
Health Status:	Excellent
Marital Status:	Single
Disability:	None
Dependents:	None
Criminal Offence:	None

EDUCATION TRAINING AND QUALIFICATIONS

- | | |
|--------------------------|--|
| 1. Institution: | University of South Africa |
| Degree: | LLB |
| Current NQF Level: | 08 |
| Year: | 2024 |
| | (Intended to be complete by July 2024) |
| 2. Institution: | Tshwane South TVET College |
| Certificate: | Information Technology and Computer Science (Level 02) |
| Vocational Subjects: | Introduction to Information Systems, Introduction to System Development, Electronics and Contact Centre -
- Operations |
| Year: | 2019 |
| 3. Highest Grade Passed: | 12 (Matric) |
| School: | Modiri Secondary School |
| Subjects: | English (First Additional Language, Setswana (Home Language), Mathematics, Physical Sciences, Life Sciences, Geography and Life Orientation. |
| Year: | 2017 |

CONTACT TRAINING

- | | |
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| 1. Organisation: | Ga-Rankuwa Hotel School |
| Course: | Reception Skills |
| Year: | 2024 |
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| 2. Organisation: | Africa Beyond 4IR (AB4IR) |
| Course: | Introduction to Digital Arts and Entrepreneurship |
| Year: | 2023 |

ONLINE SHORT COURSES

- | | |
|------------------|---|
| 1. Organisation: | Tshepo1Million |
| Course: | Microsoft Digital Literacy-
Basic Digital skills, Office 101 –
Productivity Programmes, Microsoft
Office 365 – Word, Excel,
PowerPoint, Outlook basics and
Microsoft Teams |

SKILLS AND INTERESTS

- | | |
|------------|---|
| Skills: | Leadership, Computer Literate,
Negotiating, Good Communication,
Innovative Thinking, and Conflict
Management |
| Interests: | Debating on Interesting Topics,
Willing to Learn |

ACTIVITIES AND RESPONSIBILITIES

Institution:	Tshwane South TVET College
Section:	Student Representative Council
Position:	Health and Safety Officer
Duties:	Offer basic health related support to students
Other Duties:	Assisting students during registration, Assisting students in completing NSFAS application forms
Year:	2019

EMPLOYMENT

Title:	Fieldwork Supervisor
Institution:	Statistics South Africa
Project:	Census 2022
Period:	Feb 2022 – April 2022

REFERENCES

Name:	Mmatau Perseverance Rapetswa
Institution:	Department of Statistics South Africa
Position:	Field Operations Officer
Tel.no:	079 441 4790

Name:	Sindisiwe Maphisa
Organisation:	Ga-Rankuwa Hotel School
Position:	Academic Manager
Tel.no:	(010) 345-2030/1/2/3