

CURRICULUM VITAE

Betty Tsotetsi

CONTACT DETAILS

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EMPLOYMENT HISTORY

Company eNCA
Position Video Wall Operator
Duration 2019 to date

Duties & Responsibilities:

- Follow the rundown for story context
- Ensuring plasmas are corresponding with the story being played out
- Preparing and taking guests on the wall with relevant plasmas
- Taking instructions from technical director and executing as required
- Working within a team while completing individual tasks
- Trouble shooting whenever the situation requires
- Creating movements on still plasmas

Company eNCA
Position On-Air Graphics Operator
Duration 2014 to 2019

Duties & Responsibilities:

- Checking and playing out graphics on air
- Making sure that graphics are working correctly
- Ensuring that I have the correct names for guests
- Taking instructions from technical director and executing as required
- Working within a team while completing individual tasks
- Trouble shooting whenever the situation requires

Company Oranges Promo
Position In-house graphic designer and artist
Duration 2011 to 2014

Duties & Responsibilities:

- Preparing and sending quotes out to clients
- Ensuring that all samples are approved before the full job is printed
- Working with printing department to ensure deadlines are met
- Drawing up a schedule of what's urgent and what can be pushed back
- Designing artworks for clients to approve before the final print

Company	Zazise Communications
Position	In-house Graphic Designer
Duration	February 2011 to June 2011(2 Months contract extended)

Duties & Responsibilities:

- Working with both the sales and PR teams to design promotional items
- Putting together presentations for both the sales and PR representatives
- Creating a newspaper layout for a local newspaper
- Designing promotional and overall advertising materials

TOOLS

Adobe

Photoshop, Illustrator, Indesign and Aftereffects

Microsoft Office

Word, PowerPoint, Excel and Outlook

VIZ RT

Multiplay, Pilot and Director

Programming Languages

HTML, CSS and Java Script

EDUCATION

Institution	Vaal University of Technology
Qualification	National Diploma(Graphic Design)
Duration	2008 to 2010

Institution	Tlhorong Senior Secondary School
Qualification	National Senior certificate(Matric)
Completion	2005

References available upon request