



Itumeleng Sekoma

Contact Information

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Personal Statement

I am eager to join the AATE learnership program to enhance my skills and gain practical exposure in the industry. My dedication to continuous learning and my ability to adapt to new environments make me a strong candidate for this opportunity. I stand out because of my interactive skills, I am able to interact with people in general.

Technical Skills

1. Python - 3
2. SQL - 3
3. HTML/CSS - 3
4. Java - 3
5. Microsoft Office - 4

Work Experience

Role: Data Analytics Intern

Location: Capaciti braamfontein , 19 Ameshoff St, Braamfontein, Johannesburg, 2000

Duration: 1 March 2024 – 11 November 2024

My key responsibilities included:

- Collecting, cleaning, and analyzing data from multiple sources to ensure accuracy and usability.
- Developing interactive dashboards and visualizations using tools such as Power BI and Jupyter Notebook.
- Creating SQL queries to retrieve and manage datasets, supporting real-time reporting needs.
- Building predictive models and automating processes using Python and statistical techniques.
- Collaborating with teams to present actionable insights to stakeholders.

Work Integrated Learning (WIL)

Role: Business Analyst / Scrum Master intern

Location: TUT (Informatics community Engagement Program), 2 Aubrey Matlakala St, Soshanguve - K, Soshanguve, 0001

Duration: 1 February 2023 – 1 July 2024

My key Business analyst responsibilities included:

- Gathered, documented, and analyzed business requirements to align with organizational goals.
- Conducted gap analysis and recommended process improvements to enhance operational efficiency.
- Created detailed user stories, workflows, and process diagrams to support development teams.
- Tools/Skills Used: Draw.io, Microsoft Office, Slack.

My key Scrum master responsibilities included:

- Led daily stand-ups, sprint planning, and retrospective meetings to drive agile processes.
- Ensured timely delivery of deliverables by removing roadblocks and maintaining focus on sprint goals.
- Monitored project progress using Trello and provided regular updates to stakeholders.
- Tools/Skills Used: Agile methodologies, Trello, conflict resolution, time management.

Academic Projects

1. Kalafong Hospital System Development

Description: This project aimed to design and implement an efficient digital system for Kalafong Provincial Tertiary Hospital to address challenges such as overcrowding, misplaced patient records, and slow manual processes. The system introduced functionalities like online patient registration, appointment booking, and secure data storage to streamline hospital operations and improve patient experience.

Tools/Skills Used:

- **Database Management:** MySQL Server for secure and efficient data handling.
- **System Analysis and Design:** Identified hospital requirements and proposed a structured digital solution.
- **Programming:** Developed functionalities for online booking and patient record management.
- **Project Management:** Created Work Breakdown Structures (WBS) and adhered to timelines.
- **Security Implementation:** Ensured robust password policies and data confidentiality protocols.

Outcome: The proposed system enhanced operational efficiency by reducing patient queuing time, improving data accuracy, and ensuring accessibility for authorized users. The solution also mitigated risks of data loss and overcrowding, supporting the hospital's strategic goals for quality healthcare delivery.

2. Online Registration Website Development

Description: The project focused on designing and developing a functional registration website to enable users to register and manage their accounts online. The website provided an intuitive user interface and incorporated validation processes to ensure data accuracy and security.

Tools/Skills Used:

- **Front-End Development:** HTML, CSS, and JavaScript for creating responsive and user-friendly interfaces.
- **Back-End Development:** Python and Flask/Django for server-side logic and database integration.
- **Database Management:** MySQL or PostgreSQL for secure user data storage.
- **Security Implementation:** Data validation, password encryption, and secure authentication protocols.

Outcome: Delivered a fully functional registration system that met user requirements for accessibility and ease of use. The website ensured secure data handling and provided a seamless user experience for online registration.

Education

Qualification: Diploma in Informatics

Institution: Tshwane University of Technology (Soshanguve south), Block K, 2 Aubrey Matlakala St, Soshanguve - K, Soshanguve, 0152

Year of Completion: 2023

References

1. Kabelo Malatji

Project Manger, ICEP

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2. Dr Stevens Mamorobela

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