



Itumeleng Sekoma

Business Analyst

My Contacts

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📍 80 Jabulani crescent, Lotus
Gardens, Pretoria, 0008

Hard Skill

- Microsoft 365 Office
- Analytical Skills
- System modeling Skills
- Process modeling

Soft Skill

- Strong Communication Skills
- Time Management Skills
- Leadership Skills
- Listening skills
- Problem-Solving Skills

Achievements

- **National Senior Certificate**
2 Distinctions
APS = 35
- **Diploma in Informatics**
14 Distinctions
76% Average

About Me

I am very curious and dedicated. I strive for excellence in everything I do. What drives me is personal development. It is my mission to learn new skills constantly in my personal and professional life. My favorite hobby is playing soccer .

Professional Experience

Informatics Community Engagement Project |
Business Analysts / Scrum Master

Key responsibilities:

- Performing requirements analysis.
- Evaluating business processes, anticipating requirements, uncovering areas for improvement, and developing and implementing solutions
- Creating and updating the product backlog.
- Ensuring solutions meet business needs and requirements.
- Using agile methodology values, principles, and practices to plan, manage, and deliver solutions.
- Scheduling and facilitating scrum events, meetings, and decision-making processes.
- Preparing and presenting status reports to stakeholders.
- Tracking project processes, deliverables, and resources.

28 February 2023 – 27 JULY 2023

Education Background

- **Tshwane University of Technology**
Diploma in Informatics
Inprogress (completing 2023)
- **Fusion Secondary School**
Matric
Completed in 2019
- **Omar H.S Ebrahim Primary School**
Grade 7
Completed in 2014



References



Mr Kabelo Malatji
ICEP Project Manager



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Mr Stevens Mamorobela
TUT Lecturer



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Itumeleng Sekoma

Certificate of Completion for

AWS Academy Graduate - AWS Academy Cloud Foundations

Course hours completed

20 hours

Issued on

07/06/2023

Digital badge

<https://www.credly.com/go/ZUFSzrAH>