KENEWANG OGANNE

CONTACT

📇 841 Masilo Street Khuma Stilfontein

📞 0633749408

✉ kenewangoganne@gmail.com

⚱ 16 September 1997

in
https://www.linkedin.com/in/kenewang-oganne-705272300

SKILLS

- Proficient in Microsoft Word, Excel, Powerpoint, Google Ads, Canva, Adobe Photoshop, Adobe Illustrator
- Good Problem-solving and critical thinking
- Good Communication skills (verbal and written)
- Excellent Attention to detail and accuracy

REFERENCE

- **Dr T.M Senyatsi - Medical Practitioner**
Dr T.M Senyatsi Medical Practice

0828513138

INTERESTS

- Reading
- Physical fitness activities
- Technology and gadgets
- Art and craft projects

LANGUAGE

✔ English, Sesotho, & Setswana

EXPERIENCE

Dr T.M Senyatsi Medical Practice   04/2020 - 03/2021
Administrative Clerk/ Receptionist
- Managed and scheduled patient appoinments
- Greeted patients, checked them in and verified their personal and medical aid information
- Maintained and updated patient records, ensuring accuracy, confidentiality, and compliance with privacy regulations
- Assisted with billing processes, including verifying medical aid coverage, submitted claims, and followed up on outstanding payments
- Input patient information, medical histories, and other relevant data into the practice's cloud-based health records system.

Stats SA   02/2022 - 05/2022
FieldWorker
- Visiting households to collect demographic and other relevant data as per the census questionnaire.
- Conducting interviews with residents to gather accurate information.
- Ensuring that all collected data is accurate and complete, often by cross-referencing with other data sources.
- Maintaining detailed records of visits, interviews, and any issues encountered.
- Addressing any challenges or issues that arise during data collection, such as residents' reluctance to participate or difficulties in locating addresses.

EDUCATION

North West University   2022 - 2024
BSc in Information Technology

Borakanelo Secondary School   01/2016 - 11/2016
National Senior Certificate

PRORAMMING

Beginner: JavaScript, Rust, React
Intermediate: HTML, CSS, Java, C++, SQL
Advanced: None

OPERATING SYSTEMS

Intermediate: Linux, MacOS
Advanced: Windows

TOOLS

Intermediate: Git