**PERSONAL DETAILS**

Surname : Moremi

Name : Tshidi Judith

Date of Birth : 01 September 1992

Gender : Female

Marital Status : Single

Residential Address : 1296 Block xx

Soshanguve East

0152

Cell Number : 074 282 430 2

078 401 020 2

Email Address : judithmoremi@yahoo.com

Nationality : South African

Race : Black

Home Language : Sepedi

Health Status : Good

Hobbies and Interests : Reading, Music and Sports

Drivers’ License : (code 10)

Criminal Offence : No Offence

Communication Language : English

**EDUCATIONAL QUALIFICATIONS**

Highest Grade Passed : 12

Subjects Passed : Mathematics, Physical Science, English

Sepedi, Life Science, Geography and

Life Orientation

Institution : Wallmansthal High School

Year : 2010

**HIGH EDUCATION BACKGROUND**

Institution : Tshwane University of Technology

Course : Office Management and Technology

Level : Second Year

Subjects : Personnel Management, Communication,

Information Administration,

Business Administration, Legal Practice

Year : 2012

**ACHIEVEMENTS**

Subject Award : English Word Processing

Year : 2011

**PERSONAL SKILLS OBTAINED**

* Time Management
* Interpersonal Skills
* Task Management Skills
* Good Communication

**GENERAL**

I am an innovative kind of person, hard working and possess strong teamwork abilities. I adapt to different environments with ease and I am eager to learn as much as possible. I also have a positive outlook on life hence I appreciate constructive criticism.

**REFERENCES**

Name : Mrs Nortje

Occupation : Lecturer (TUT)

Cell Number : 083 679 295 4

Name : Mr Ntemane

Occupation : Teacher at Wallmansthal High School

Cell Number : 072 270 187 4

Name : Mrs Mashamaite

Occupation : Teacher

Cell Number : 012 797 225 5