**CURRICULUM VITAE**

**PERSONAL DETAILS**

Surname : Lepitla

Names : Teboho Donald

Date of Birth : 30 October 1992

Identity Number : 921030 5910 081

Nationality : South African

Home Language : Sesotho

Language Proficiency : English

Address : 1900 Bluegumbosch Phase 2

Phuthaditjhaba

9866

Cell Number : 078 8606 037

Alternative Number : 074 7696 021

E-Mail Address : [lepitlatd@webmail.co.za](mailto:lepitlatd@webmail.co.za)

**HIGH SCHOOL QUALIFICATION**

Highest Grade Passed : Grade 12

School Attended : Koali Senior Secondary School

Subjects Passed : Economics

Business Studies

Accounting

Sesotho Home Language

English First Additional Language

Mathematical Literacy

Life Orientation

**TERTIARY QUALIFICATION**

1. **Name of Institution : Sedibeng College**

Course : Financial, Economics and Accounting

Level 2

Subjects : Economic Environment

New Venture Creation

Mathematics

Financial Management

Applied Accounting

English

Life Orientation

Duration : 1 Year (January 2011 – December 2011)

1. **January 2012- June 2013 : Maluti FET College**

Course **:** Financial Management

Subjects : Cost and Management Accounting N5 & N6

Financial Accounting N4, N5 & N6

Computerized Financial Systems N4, N5 & N6

Management Communication N4

Entrepreneurship and Business

Management N4, N5 & N6

**WORKING EXPERIENCE**

1. **Name of a Company : Game Store (Qwaqwa Setsing)**

Duties : Stock Taking (Counting Stock on Shelves)

Duration : 1 Day on the 12th February 2013

1. **Name of a Company : Matau Technologies**

Duties : Office Assistant

Duration : March 2012 to February 2014

1. **Name of a company : Teboho Business Consultant and Accounting**

Position : Financial Clerk

Duties : SARS Returns,

CIPC Returns,

Bookkeeping,

Creating Business Plans

Creating Business Profiles

Company Registration

Duration : 01 March 2014 to 30 June 2014

**REFERENCES**

1. Name : Mr. Mokoena T.E

Occupation : Lecture

Contact Number : 078 200 5833

1. Name : Mrs. Ngwenya H.A

Occupation : Employer ( Matau Technologies)

Contact Number : 058 713 4018

1. Name : Mr. Leeuw T.P

Occupation : Employer (Teboho Business Consultant and Accounting)

Contact Number : 073 224 4182