



BUILDINGS: PROFESSIONAL SERVICES

Department of Public Works & Infrastructure • Old CPA Building • 1 Creamery Road • Queenstown • Eastern Cape

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To
Karen Le Jeune
University of Cape Town
Private Bag X3
Rondebosch
7701

21 July 2023

RE: Practical Training of Mr. Likhaya Xanywa

Dear Ms. Le Jeune

It was a privilege to have Likhaya Xanywa joining the Department of Public Works and infrastructure as part of his practical training.

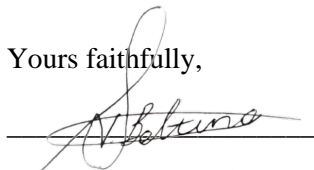
During his time with us, he was working closely with a Construction Project Manager and Project Team for the duration of 104 hours. He was given the following tasks;

- Assisting the Construction Project Manager with project administration.
- assisting to compile documents for Close-out Reports
- Attend and take notes during site meetings (Design Meetings, Progress Meetings, Technical Meetings and Site Handover Meeting) to compile minutes,

He has worked hard on the activities assigned to him during his practical training. The Project Team is impressed by the way he has carried out the tasks. His dedication and approach towards learning the industry is commendable.

It was great working with you. Wish you a successful future in the construction industry.

Yours faithfully,



Mr. Siyabulela Boltina

Construction Project Manager