**PERSONAL DETAILS**

Name(s) Koketso

Surname Botlholo

Gender Male

Date of birth 12 December 1994

Identity number 9412125675080

Marital status Single

Address 5309 Ext 3

 Winterveldt

 0198

Criminal record None

Email address koketsobotlholo@gmail.com

Contacts 0749519462

Home language Setswana

Other languages English, Isizulu- speak, read, and write fluently

 Sepedi – conversational fluency

**ACADEMIC DETAILS**

**Higher Education**

Institution Tshwane University Technology

Year 2015 – Current

Diploma National Diploma in Language practice

Subject Applied English I, II, III, Applied Tswana I, II, III

 Computer Usage I, II, General Language Dynamics I,II,III

 Language And Translation Practice I,II,III public speakingI

 Practical Zulu I, II, III, Video: Theory and Practice I

 Intercultural Studies I

**Matriculation**

Name of school Tswaing Secondary School

Certificate National Senior Certificate

Highest grade pass 12

Subjects Mathematics, Physical Sciences , Life Sciences, LO, Geography , Setswana, and English.

Year obtained 2012

**DEVELOPED SKILLS**

**Administrative**

I am able to prioritise task and meet deadlines. Being meticulous and methodical by nature, I enjoy creating and working in a well-organised environment.

**Interpersonal**

I get on well with other people. I have maintained a good working relationship with both my lectures and fellow students. I deal well with criticism and try to learn something from it. I enjoy being part of a team and have learnt how to motivate other team members.

**OTHER ACTIVITIES AND INTERESTS**

I have been a member of the church choir for the past three years. I also assist in compiling and distributing the monthly choir newsletter. I am also the secretary of our church.

**REFERENCES**

|  |  |
| --- | --- |
| Name | MS Mbatha |
| Relationship | Lecturer |
| Contact | 0835158458 |

|  |  |
| --- | --- |
| Name | MS Motshoane |
| Relationship | Pastor |
| Contact | 0604407916 |