

PALESA LETLOLENG

📍 Ngwale Street Ext 14

Jouberton

Klerksdorp

2574

☎ 074 799 8459

@ letlolengpalesa80@gmail.com



Objective

Motivated N6 Business Management graduate seeking an entry-level position to apply strong foundational knowledge in project management, marketing, and finance. Possessing strong analytical and problem-solving skills, with a proactive approach to learning and contributing to dynamic team environments. Eager to develop practical experience and help your organisation improve efficiency and profitability.



Education

Prestige Secondary School

2022

Matric

Vuselela TVET College

2024

Business Management

N4

2025

N5

2025

N6



Skills

Team Work and Collaboration

Problem-Solving

Attention to detail

Microsoft Office Suite

Basic Data Analysis

Presentation Skills



Reference

Lerato Jonas - ""

Reverend

073 725 5839



Languages

1.English

2.Afrikaans



Personal Details

Date of Birth : 2004-08-02

Marital Status : Single

Gender : Female

Alternative : 0791990230

Criminal record : None



REPUBLIC OF SOUTH AFRICA
NATIONAL IDENTITY CARD

Surname:
LETLOLENG

Names:
PALESA

Sex:
F

Nationality:
RSA

Identity Number:
0408020997081

Date of Birth:
02 AUG 2004

Country of Birth:
RSA

Status:
CITIZEN



Signature:

Letloleng



Conditions:

This card has been issued by the
Department of Home Affairs in terms of the
Identification Act, Act 68 of 1997

If found please return to the Department of Home Affairs
For enquiry or verification purposes contact 0800 80 11 80

Date of Issue:
25 MAR 2022

15924

118565444





REPUBLIC OF SOUTH AFRICA

National Senior Certificate

Awarded to

PALESA LETLOI ENG

Identity number 0408020997081

Exam number 9222151840028

Subject

Achievement

Subject	%	level
English Home Language	55	4
Afrikaans First Additional Language	56	4
Mathematical Literacy	58	4
Life Orientation	36	2
Geography	47	3
History	69	5
Life Sciences	42	3
.....	***	*

This candidate is awarded the National Senior Certificate and has met the minimum requirements for admission to bachelor's degree, diploma or higher certificate study as gazetted for admission to higher education, subject to the admission requirements of the higher education institution concerned.

With effect from 1 December 2022

M. S. RAKOMETSI
Chief Executive Officer

230 3202 2488 X



This certificate is issued without the need for any further signature or stamp of any kind



Council for Quality Assurance in
General and Further Education and Training
South Africa
3 8 6 2 7 5 6

H12107868



DEPARTMENT: HIGHER EDUCATION AND TRAINING
REPUBLIC OF SOUTH AFRICA
**CERTIFICATE OF ACHIEVEMENT
N4**

BUSINESS MANAGEMENT

AWARDED TO

LETLOLENG PALESA

IDENTITY NUMBER

0408020997081

WITH EFFECT FROM

2024-12-01

INSTRUCTIONAL OFFERINGS PASSED

** INDICATES DISTINCTION*

INTRODUCTORY ACCOUNTING N4
ENTREPRENEURSHIP AND BUSINESS MANAGEMENT N4
MANAGEMENT COMMUNICATION N4
COMPUTER PRACTICE N4

62605732B


Examination Officer


Director-General

Issued by the Director-General of the Department of Higher Education and Training
under delegated authority from the Quality Council for Trade and Occupations



SERIAL NUMBER

H12107868

H11844306



DEPARTMENT: HIGHER EDUCATION AND TRAINING
REPUBLIC OF SOUTH AFRICA

**CERTIFICATE OF ACHIEVEMENT
N5**

BUSINESS MANAGEMENT

AWARDED TO

LETLOLENG PALESA

IDENTITY NUMBER

0408020997081

WITH EFFECT FROM

2025-07-01

INSTRUCTIONAL OFFERINGS PASSED

** INDICATES DISTINCTION*

ENTREPRENEURSHIP AND BUSINESS MANAGEMENT N5 *
FINANCIAL ACCOUNTING N4
SALES MANAGEMENT N5
COMPUTER PRACTICE N5

64031181K


Examination Officer


Director-General

Issued by the Director-General of the Department of Higher Education and Training
under delegated authority from the Quality Council for Trade and Occupations



SERIAL NUMBER

H 11844306

Academic Transcript

Issuing Institution : Vuselela TVET College
Name : LETLOLENG PALESA
Student Number : 452311290
Identity Number : 0408020997081

Date Of Birth : 02-AUG-2004

Year : 2024 NAT CERT N4: BUSINESS MANAGEMENT
SEMESTER 2 (JUL - DEC)

COMPUTER PRACTICE N4	65 PASS
ENTRE & BUSINESS MANAGEMENT N4	69 PASS
INTRO ACCOUNTING N4	73 PASS
MANAGEMENT COMMUNICATION N4	59 PASS

Year : 2025 NAT CERT N5: BUSINESS MANAGEMENT
SEMESTER 1 (JAN - JUN)

FINANCIAL ACCOUNTING N4	61 PASS
COMPUTER PRACTICE N5	57 PASS
ENTRE & BUSINESS MANAGEMENT N5	80 PASS DISTINCTION
SALES MANAGEMENT N5	64 PASS

Year : 2025 NAT CERT N6: BUSINESS MANAGEMENT
SEMESTER 2 (JUL - DEC)

COMPUTERISED FINANCIAL SYSTEMS N4	56 PASS
COMPUTER PRACTICE N6	74 PASS
ENTRE & BUSINESS MANAGEMENT N6	56 PASS
SALES MANAGEMENT N6	56 PASS

*National Level Key

5 - NATIONAL DIPLOMA, NATIONAL HIGHER DIPLOMA





higher education
& training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA



Private Bag X5013
KLERKSDORP 2570

Tel: (018) 464 0300

04 February 2026

TO WHOM IT MAY CONCERN:

Dear Sir/Madam

STUDENT CONFIRMATION

LETLOLENG PALESA

ID No: 0408020997081

STUDENT NO: 452311290

This is to confirm that the above mentioned student has completed **BUSINESS MANAGEMENT N6**, at **VUSELELA TVET COLLEGE** which consist of 3 Nated levels (N4 – N6).

The course consists of the following Subjects:

- Management Communication [N4]
- Financial Accounting [N4]
- Introductory Accounting [N4]
- Computerized Financial Systems [N4]
- Entrepreneur and Business Management [N4-N6]
- Computer Practice [N4-N6]
- Sales Management [N5-N6]

In order to obtain a National N Diploma, the student needs 18 Months of relevant work experience at a reputable organization. The employer must be able to verify that the student has worked at their organization.

The college would appreciate it if you would consider our student for practical work, and should there be any inquiries please do not hesitate to contact the college.

Yours in Education

MRS CCC BURGER
ADMINISTRATION OFFICER

