

Kefilwe Wisani Baloyi

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PERSONAL DETAILS

SURNAME	Baloyi
FULL NAME	Kefilwe Wisani
RESIDENTIAL/POSTAL ADDRESS	1827, Mhinga street, Diepkloof Zone 2, 1862
DATE OF BIRTH	13 December 2005
NATIONALITY	South African
RACE	Black
GENDER	Female
ID NUMBER	0512131037081
DRIVERS LICENSE	No
CRIMINAL RECORD	No
LANGUAGES SPOKEN	English, Xitsonga, Setswana

EDUCATION BACKGROUND

Madibane Comprehensive School | Matriculation

Dec 2023

- Subjects passed: English, Sepedi HL, Mathematics, Physical Sciences, Life Sciences, Geography, Life Orientation

WORK EXPERIENCE

1. Vulamazibuko Primary School | *Learner support agent/ Teaching experience* **1 YEAR**

- Render care and support to vulnerable children
- Deal with learners who are experiencing psycho-social issues

- Conducted teaching and learning activities for Grade 3 learners under the supervision of a qualified teacher and HOD
- Helping children prepare for activities such as physical education

2. Vulamazibuko Primary school / Teacher assistance grade 3 1 YEAR

- Assist with group work by supervising small groups while the teacher works with others.
- Assisted with early reading, phonics, handwriting and basic math.
- Assisted with setting up for art, crafts, and practical activities.
- Mark routine work, worksheets, and homework under teacher's guidance.

3. Wisani Primary School | Administrator 1 YEAR

- Basic computer literacy skills
- Answering and transferring calls
- Managing email inquiries
- Scheduling appointments

SKILLS

- Teaching experience (foundation phase) and knowledge transfer
- Professional communication skills
- Excellent, clear, and logical writing skills
- Microsoft 365 (Word, PowerPoint, Teams etc.) ^[OBJ]
- Office management
- Project planning and organization
- Interpersonal skills and time management
- Team collaboration and independent work

REFERENCES

1. Name : Mr. T. Sadiki
Affiliation: Mathematics teacher, Madibane Comprehensive School
Phone : 076 077 3433
2. Name : Mr M.H. Matemane
Affiliation: Principal, Vulamazibuko Primary school
Phone : 076 687 2869