

Precious Lerato Mahapeletsa

37 kessel street Fairland Johannesburg 2170
0781337259 | leratopreciousmahapeletsa@gmail.com

Education

- **Western Tvet College** 2024
Public Management
N4 - N6
- National N Diploma : Pending (Awaiting 18 Months Practical Experience)
> Covered key Modules: Municipal Administration, Public Administration, Public Law and Public Finance
- **Khudugane Secondary School** 2019
National Senior Certificate
Grade 12

Skills

- Microsoft Office (Word , Excel , PowerPoint)
- Administration Support
- Communication Skills (Written and Verbal)
- Time Management
- Problem Solving
- Teamwork and Collaboration
- Basic Support Writing
- Filling and Record Keeping

Personal Details

- Date of Birth : 2002-09-07
- Gender : Female
- Race : Black

Reference

- **Mabasa ME - Western Tvet College**
Lecturer
0820860875