

SEMAKALENG GLADYS DITALAMA

9804250061088| Female| South African| Black| English, Sesotho, Setswana| No Criminal Offense

1011A Bangwato Street Zone 1 Meadowlands East 1852 |0672043801 | ditalama1998@gmail.com

Objective

- I am flexible, reliable and possess excellent time keeping skills. I am an enthusiastic, self-motivated, reliable, responsible and hard working person. I am a mature team worker and adaptable to all challenging situations. I am able to work well both in a team environment as well as using own initiative.

Education

THUTOLORE SECONDARY SCHOOL | GRADE 12| 2017

- Course: Commerce
 - Setswana Home Language 59%
 - English Additional Language 50%
 - Mathematics Literacy 39%
 - Life Orientation 70%
 - Business Studies 30%
 - Economics 31%

SOUTH WEST GAUTENG COLLEGE| GEORGE TABOR CAMPUS | 2019-2021|

- Qualification: National Certificate (Vocational)
- Course: NQF Level 4 Tourism
- Fundamental Subjects: English Additional Language 54%
 - Mathematics Literacy 36%
 - Life Skills and Computer Literacy 56%Vocational Subjects: Client Services & Human Relations 64%
 - Science of Tourism 65%
 - Sustainable Tourism in South Africa & International Travel 70%
 - Tourism Operations 58%

SKILLS AND ABILITIES

- Communication| Problem Solving| Teamwork| Motivation| Flexibility| Customer Service|
- Time Management| Adaptability| Empathy|

LEADERSHIP

- I am a collaboration leader who empowers team members to share ideas and take ownership.
- I focus on listening, adapting and finding solutions that benefit everyone.

- I lead with empathy and transparent, believing, trust is key to strong team dynamic.
- I value feedback and encourage open communication to drive and growth.
- I'm driven by challenges and thrive on motivating others to achieve shared goals.

COMMUNICATION

- I am an effective communicator who values clarity and active listening.
- I focus on being approachable and transparent, adapting my message to suit my audience.
- Whether it's giving feedback, leading discussion or resolving conflicts, I aim to be clear, and respectful.

Work Experience

CURRICULUM ASSISTANCE & READING CHAMPION| TSHIRELETSO PRIMARY SCHOOL| 02 JUNE 2025-28 NOVEMBER 2025

KEY RESPONSIBILITIES:

- ASSISTED LEAD TEACHER WITH DAILY LESSON PLANNING AND CLASSROOM PREPARATION.
- PROVIDED ONE-ON-ONE SUPPORT TO LEARNERS STRUGGLING WITH READING AND HOMEWORK.
- SUPERVISED LEARNERS IN CLASSROOM, DURING BREAKS, AND SCHOOL ACTIVITIES.
- MANAGED ATTENDANCE REGISTERS AND MAINTAINED CLASSROOM DISCIPLINE AND CLEANLINESS.
- COMMUNICATED WITH PARENTS AND STAFF REGARDING LEARNER PROGRESS.

KEY ACCOMPLISHMENTS:

- HELPED IMPROVE LEARNER PARTICIPATION AND HOMEWORK COMPLETION RATE IN MY CLASS.
- RECOGNIZED BY STAFF FOR PATIENCE, RELIABILITY, AND POSITIVE ATTITUDE WITH CHILDREN.
- SUCCESSFULLY BALANCED TEACHING DUTIES WHILE LEADING COMMUNITY YOUTH MENTORSHIP.

PROFESSIONAL DEVELOPMENT OR CERTIFICATES:

- BEEI Orientation Course Phase V (27 June 2025)
- Curriculum Training Foundation Phase (27 June 2025)
- Reading Champion Training as part of the BEEI (2 July 2025)
- Kitso- Ilizwe Lam Internet Safety Training (10 October 2025)
- Department of Basic Education, NSSF and Protocol Training (10 October 2025)
- Certificate of Recognition: Reading Champion Phase (5 November 2025)
- Grade 1-3 Play Based Learning Course (17 May 2026)

REFERENCES

Ghardy Mokgethi| Principal| Tshireletso Primary School| 0825574698

Mokgadi M Maleka| Teacher Mentor| Tshireletso Primary School| 0836638629