

CURRICULUM VITAE
OF
TSHIRELETSO MATHABATHA

PERSONAL DETAILS

Surname	: Mathabatha
First Names	: Tshireletso Lebogang Lethube
Date of Birth	: 04 December 2000
Identity Number	: 0012040828084
Nationality	: South African
Gender	: Female
Home Language	: Setswana & Sepedi
Other Languages	: English & Afrikaans
Criminal Record	: None
Drivers License	: Code 10

CONTACT DETAILS

Residential Address	: 03 M. Lloyd Street Danville Ext 10 Pretoria West 0183
Contact Number	: 082 795 7794
Email address	: tshireletsomathabatha@gmail.com

EDUCATION QUALIFICATION

Name of School	
- High Schools	: Elandspoort High School
Highest Grade Completed	: Grade 12
Subjects Completed	: English, Afrikaans, Mathematics, Life science, History, Economics, Life Orientation
Year Completed	: 2018
Tertiary Institution	: Richfield Institution of Technology
Certificates	: N4, N5 & N6 Certificates in Tourism Management
Modules Completed	: COMPUTER PRACTICE N4 Tourist Destination N6 Travel Office Procedure N6 Travel Services N6 Hotel Receptionist N6
Year Completed	: 2022

Institution Name : S.MAB training academy
Qualification: : Cabin Crew License
Modules Completed : Safety and emergency procedures
First aid and cabin health
Dangerous goods
Live fire fighting
Wet ditching and raft
Human factors in aviation
Human trafficking
Crew resource management
Year Completed : 2025

EXPERIENCE:

Organization 1: Eminent Transport and Events
Location: 782 Extension 23
Mthimunye Street
Ga-Rankuwa
0208
Contact details: 081 367 6416 / 076 466 6995
TR Phiri (CEO)
Email: info.eminenttransport@gmail.com
Duration: 1 year 6 months/ 18 months (internship)
Work History:

- Coordinate files, spreadsheet and reports.
- Answering and assisting on incoming and outgoing phone calls
- Fulfilled customers' orders to meet company targets
- Schedule appointments and book travel for large teams
- Facilitated clients events and emails for management to build strong report
- Gather data and prepared reports for management team
- Work independently or in a team during tours

SKILLS AND ABILITIES:

Communication Skills
Time Management
Problem-solving skills
Organizational skills

WHO TSHIRELETSO IS

Accomplished intern student, pursuing Tourism Management eager to apply knowledge and gain practical experience. Experienced working in team environment. Reputation for hard working, punctuality and willingness to learn new things. Strong interpersonal skills and passionate about aviation and custom service.

TLL Mathabatha

Thank you