CURRICULUM VITAE
OF
TLAKA ALLECIA

Personal Details

SURNAME	:	TLAKA
FIRST NAMES	:	ALLECIA
Gender	:	Female
Date of Birth	:	2006-05-28
Nationality	:	SOUTH AFRICAN
Marital Status	:	SINGLE

CONTACT DETAILS

RESIDENTIAL ADDRESS	:	991 LETHABONG STREET PHOMOLONG TEMBISA, 1632
CONTACT NUMBER	:	076 219 8688
EMAIL ADDRESS	:	alleciatlaka07@gmail.com

EDUCATIONAL QUALIFICATIONS

LAST SCHOOL ATTENDED	:	CHARLOTTE MAXEKE HIGH SCHOOL
HIGHEST GRADE PASSED	:	GRADE 12
SUBJECTS PASSED	:	SEPEDI, ENGLISH, MATHEMATICAL LITERACY, GEOGRAPHY, HISTORY, LIFE SCIENCE, LIFE ORIENTATION
YEAR OBTAINED	:	2023

SUMMARY

Hardworking and reliable Grade 12 graduate seeking employment.
Willing to learn, punctual, and able to follow instructions.
Strong attention to detail, good time management, and able
to adapt in dynamic settings. Basic computer literacy supports
efficient task execution and communication.

SKILLS

- Attention to detail
- Time Management
- Adaptability and flexibility
- Willingness to learn
- Basic computer literacy
- Hardworking and Communication

LANGUAGES

HOME LANGUAGE	:	SEPEDI - Excellent
OTHER LANGUAGES	:	English: Good, IsiZulu: Good
	:	Xhosa: Basic

References available on request