

Curriculum Vitae of Cecilia Tshabalala



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Languages: English & Sesotho

Date of birth: 10/11/1990

LinkedIn: <http://za.linkedin.com/pub/cecilia-tshabalala/>

Race: Black African

Gender: Female

Nationality: South African

Driver's License: Code 8

Disability: Hearing impairment

Qualifications

2014 – date

BA Journalism (3rd year)

University of the Free State

Expected graduation date: 2017

2013

Grade 12

Eunice High School (Bloemfontein)

Work Experience

Feb 2 2015-Date

Intern

Courant newspaper

Key Duties

- Assist Political editor with local stories (conduct interviews, write first draft, final editing)
- Conduct own interviews of University stories
- Review first drafts of local sports events
- Quality check fellow employees work
- Conduct research in on trending events

Skills

Communication Skills English and Sotho.

Able to communicate via different mediums (telephone, face-to-face, emails, and social media).

Computer Skills

MS Word, MS Excel, MS PowerPoint, MS Access, Google, Social Media (experience in managing pages on Facebook, Twitter, Instagram and Blogger).

Able to effectively stay up to date with social media trends.

Writing Skills

Excellent grammar and spelling.
Creative and factual writing skills.

Accomplishments

2016	Recipient of Journalism Bursary	University of the Free State
2015	Presented Journalism workshop for Irawa	University of the Free State
2014-2015	Awarded best journalism student	University of the Free State

References

Mrs. P. Lewis	Courant Newspaper Bloemfontein Chief Editor Tel: 051 456 8578 Email: lewisp@gmail.com
Mr M. Pretorious	University of the Free State, Bloemfontein Chief Editor (Irawa newspaper) Tel: 051 000 111 Email: pretoriousM@hotmail.com