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SCAN CODE TO VERIFY



# Virtual Assistant Training Certificate

PROUDLY PRESENTED TO

**KGOPOLO TRISTANCE MACHETE**

## Course Modules

Introduction to Virtual Assistance • Essential Skills for Virtual Assistants • Tools and Technologies • Communication and Professionalism • Task Management and Productivity • Working with Different Platforms • Problem-Solving and Decision Making • Career Development for Virtual Assistants

2 April 2024

DATE

A handwritten signature in black ink, appearing to read "Kgopolo", written over a horizontal line.

SIGNATURE

EduCourse Director