



# Virtual Assistant Training Certificate

PROUDLY PRESENTED TO

**ASANDA MADLALA**

## 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

16 April 2026  
DATE

  
SIGNATURE  
EduCourse Director