



Virtual Assistant Training Certificate

PROUDLY PRESENTED TO

KAYLIN ROBYN PLAATJIES

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

22 January 2026
DATE

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

SIGNATURE
EduCourse Director