



Virtual Assistant Training Certificate

PROUDLY PRESENTED TO

ITUMELENG JULIA KHOBETHI

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

25 February 2026

DATE

A handwritten signature in black ink, appearing to be "J. Khobethi", written over a horizontal line.

SIGNATURE

EduCourse Director