**Philippus Boshoff**

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| **Education:** |  |
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| **COLLEGE:** | **HIGH SCHOOL:** |
| University Of Texas At Arlington  Bachelors Degree In Theatre Arts  In Progress (2nd year) | Bosveld Akademie, Thabazimbi, South Africa  Graduated December 2011 |

**Relevant Skills:**

Customer Relations

* Professionally handled angry customers with complaints, both face to face and over the phone
* Manned a cash register at several stalls during many high school events
* Manned a cash register at Blockbusters Entertainment

Communication Skills

* Effective public speaker
* Good descriptive writer
* Good listener
* Able to paraphrase the contents of a message
* Able to use different media to present ideas

Human Relations

* Able to lead and motivate a group toward the achievement of a goal, while maintaining cooperation and support
* Able to identify people who can contribute effectively to the solution of a problem
* Able to delegate tasks and responsibilities fairly and equally
* Effective and respectful interaction with peers, superiors and subordinates
* Able to work under time and environmental pressures

Leadership

* Elected as prefect in the 7th and 12th grade, with authority over other students, similar to a hall monitor or safety patrol member
* As a prefect, I was tasked with keeping order among the students in the hallways and at school events
* Trusted by high school teachers to help with the organization, preparation and running of school events
* Supervised half of the workforce in a kitchen cabinet factory for 6 months

Computer Skills

* 94% for Computer Application Technology in the 12th grade
* Trained in the use of all Microsoft Office applications
* Very familiar with all Windows operating systems
* Familiar with the OS X operating system
* Able to assemble PC components correctly and professionally and identify and fix PC hardware problems
* I can back up and format a PC and install a new version of Windows with a bootable disk or USB Flash drive

Construction

* Constructed kitchen cabinets from February 2012 to August 2012
* Taking Theatre Practicum – Scene Shop
* Trained in the use of basic pneumatic tools and most power tools

Other Skills

* Punctual
* Loyal
* Honest
* Athletic
* Friendly
* Hard worker