



# Siyamcela Vincent Simazi

Curriculum Vitae (CV)

## What job i'm looking for? My positive points

I'm looking for Administrative positions, Call Center and driving jobs.

I have training in

Call Center (Telephone Skills, Customer Service, Health and Safety)

End User Computing (MS. Word, MS. Excel, MS. PowerPoint)

Life Skills

I have a valid SA Driver's license Code 10 with a valid Professional Driving Permit.

I have a clear Criminal and Credit Record

Preferred occupation

**Receptionist**  
Administrative jobs

**Data capturers**  
Administrative jobs

**Administrators**  
Administrative jobs

**Call Centre agent**  
Administrative jobs

**Car drivers**  
Driver jobs

Preferred work location

**Umtata / Mthatha**  
Eastern Cape

**Johannesburg**  
Gauteng

## Contacts and general information about me

Gender Male

Residential location Johannesburg  
Gauteng

Telephone number *Information is available only for registered users.*  
[Sign in](#)

Email address *Information is available only for registered users.*  
[Sign in](#)

**Work experience**

Working period **nuo 2016.06 iki 2017.02**  
 Company name Usizo Thuso Community Center  
 You were working at: Caretaker  
 Occupation Caregiver  
 What you did at this job position? Caregiver duties

**Education**

Educational period **nuo 2020.08 iki 2020.09**  
 Degree Certificate  
 Educational institution M.A.S. Squad Development Center  
 Educational qualification End User Computing  
 I could work Administration, Data capturing

Educational period **nuo 2020.08 iki 2020.09**  
 Degree Certificate  
 Educational institution M.A.D. Squad Development Center  
 Educational qualification Call Center  
 I could work Call Center, Reception

**Languages**

Language	Speaking level	Understanding level	Writing level
isiXhosa	fluent	fluent	fluent
English	fluent	fluent	fluent
isiZulu	fluent	fluent	fluent

**Computer knowledge**

End User Computing  
 MS. Word, MS. Excel, MS. Power point  
  
 Competent in using Windows XP and Mac

**Recommendations**

Contact person Merchel Watson  
 Occupation Facilitator (Call Center)  
 Company M.A.D Squared Development Center  
 Telephone number 072 621 7557

Contact person	Ingrid Lubengu
Occupation	Facilitator (Computer)
Company	M.A.D Squad Development Center
Telephone number	076 093 8059

Contact person	Bongiwe
Occupation	Auxiliary Worker
Company	Usizo Thuso
Telephone number	083 343 9224

#### **Additional information**

Your hobbies	Reading. Music Production.
Driver licenses	C1 Heavy Vehicle 3,500kg - 16,000kg
Driver license from	2016-01-00 (8 years)
Salary you wish	R7500-R8000 R per month