



Sikhonziwe Mbeje

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I Sikhonziwe Hebert Mbeje completed a National diploma in Accountancy at Mangosuthu University of Technology and my diploma was accompanied by two certificates that I was able to obtain i.e Sage pastel payroll and Sage pastel partner.

With those mentioned above qualifications I can work in the finance department and also work with my payroll certificate as payroll administrator or officer. I have drivers license in addition that I can use to be a driver with these qualifications and skills I wish to be the most relant applicant.

I am good in decision making and time management, working under pressure is my favorite part when working because I tend to perform my duties positively

Given a chance at this company I think I can be a positive influence or additional that can take the company to the next level. I am looking forward to hearing from you Thank you.

Preferred occupation

Car drivers
Driver jobs

Truck drivers
Driver jobs

Accountants
Finance jobs

Debotors clerk
Finance jobs

Finance officer
Finance jobs

Generals
General jobs

Jobs for students
Student jobs

Preferred work location

Durban City
KwaZulu-Natal

Midlands
KwaZulu-Natal

West Suburbs
KwaZulu-Natal

North Suburbs
KwaZulu-Natal

North Coast
KwaZulu-Natal

Contacts and general information about me

Gender	Male
Residential location	Durban City KwaZulu-Natal
Telephone number	<i>Information is available only for registered users.</i> Sign in
Email address	<i>Information is available only for registered users.</i> Sign in

Education

Educational period	nuo 2011.01 iki 2015.12
Degree	Grade 12 / Matric
Educational institution	Ingqayizivele high school
Educational qualification	Bachelor
I could work	I could work as data capture, general worker and driver(junior)
Educational period	nuo 2016.02 iki 2019.12
Degree	Diploma
Educational institution	Mangosuthu University of Technology
Educational qualification	National diploma in Accountancy
I could work	As debtors clerk, creditors clerk, financial advisor, financial manager, payroll administrator, data capturer, accountant etc.

Languages

Language	Speaking level	Understanding level	Writing level
isiZulu	very good	very good	very good
English	good	very good	good

Computer knowledge

I studied business information systems(BIS) I have a unlimited knowledge when it comes to Microsoft word, Excel, Outlook and other related softwares

During the course of my study I was able to achieve two computer certificates that is Sage Pastel Partner Certificate and Sage Pastel Payroll Certificate which enables me from preparing Payroll for the staff.

Conferences, seminars

Due to the bad timing of the completion of my diploma I have not been able to attend seminars as COVID -19 did not allow us those opportunities up until now.

Recommendations

Contact person	Mr innocent
Occupation	Butchery Manager
Company	Cherckers
Telephone number	074 687 8152
Contact person	Mr Mathe
Occupation	Lecturer
Company	Mangosuthu University of Technology
Telephone number	076 573 8585

Additional information

Your hobbies	Reading, jogging, horse riding and soccer practice
Driver licenses	C1 Heavy Vehicle 3,500kg - 16,000kg
Driver license from	2020-09-00 (4 years)
Salary you wish	R10000 R per month
How much do you earn now	R6000 R per month