



Sindiswa Mahlobo

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I'm looking for general worker job or admin related vacancies. I have experience in working as data capture and customer service. I have a sound knowledge of Microsoft Office tools, extensive communication skills on both verbal and written, research skills, ability to work independently or team and under pressure.

Preferred occupation	Generals General jobs
Preferred work location	Durban City KwaZulu-Natal

Contacts and general information about me

Day of birth	1987-08-29 (36 years old)
Gender	Female
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

Work experience

Working period	nuo 2019.02 iki 2020.08
Company name	WNS-Telkom SA
You were working at:	Customer care agent
Occupation	Technical Support consultant.
What you did at this job position?	Identifying hardware and software solutions. Troubleshooting technical issues. Diagnosing and repairing faults. Resolving network issues. Installing and configuring hardware and software. Speaking to customers to quickly get to the root of their problem.

Working period	nuo 2015.04 iki 2018.12
Company name	Merchants Dimension-CellC
You were working at:	Customer care agent
Occupation	Customer consultant
What you did at this job position?	Listening to customer concerns and providing information, answers, or responses. Taking orders and processing billings and payments. Obtaining and correctly recording customer information.

Education

Educational period	nuo 2005.01 iki 2005.12
Degree	Grade 12 / Matric
Educational institution	Fairvale High school
Educational qualification	Passed matric
I could work	Subjects passed:Physics,Maths,Biology,Accounting,English,Zulu,Afrikaans

Languages

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

Computer knowledge

Microsoft office,Excel,PowerPoint,E-mail and internet.

Recommendations

Contact person	Roland Govender
Occupation	Manager
Company	WNS-Telkom
Telephone number	+27 71 686 3415
Email address	GovenR2@telkom.co.za
Contact person	Jessica Shezi
Occupation	Manager
Company	Merchants Dimension-Cellc
Telephone number	0102411394
Email address	Shezijessica@mechants.co.za

Additional information

Your hobbies	Reading
--------------	---------

	Music Cooking Soccer
Driver licenses	None
Salary you wish	6500 R per month
How much do you earn now	5500 R per month