



Lindokuhle Revival Mfuphi

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I apply for growth and exposure, hereunder some of my strong attributes that set me apart from others (mostly acquired and developed throughout my school and working life)

Self-starter, reliable, honest, organised and deadline driven.

Innovation, proactive and solution oriented.

Team leader copes with multiple tasks, able to address problematic areas and implement solutions.

My skills strong decision maker, service focused, ability to communicate complex concepts and strategies to other colleagues.

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

Contacts and general information about me

Day of birth	1987-12-31 (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 2010.05 iki 2012.12**
 Company name L.C kheswa & Associate
 You were working at: Administrators
 Occupation Office Admin clerk
 What you did at this job position? Answering calls, faxing, typing, serving and collection of documents, posting and banking.

Working period **nuo 2013.08 iki 2016.09**
 Company name Clicks store
 You were working at: Store person
 Occupation Shop assistant cashier
 What you did at this job position? Counting cash, stock taking, assistant beauty advisor

Working period **nuo 2009.01 iki 2009.12**
 Company name MBD Credit solution call center
 You were working at: Agents
 Occupation Debt collector
 What you did at this job position? Contact individuals and ask for payments, negotiating payments, recording payments, tracing missing debtors

Education

Educational period **nuo 2007.01 iki 2007.12**
 Degree Grade 12 / Matric
 Educational institution Zimele high school
 Educational qualification Senior certificate
 I could work Immediately

Educational period **nuo 2007.11 iki 2007.11**
 Degree Certificate
 Educational institution K.I.B Accountingi and computer training
 Educational qualification Basic computer on windows XP professional
 I could work Immediately

Educational period **nuo 2008.01 iki 2008.01**
 Degree Certificate
 Educational institution Cornerstone
 Educational qualification Call Center Agent
 I could work Immediately

Educational period	nuo 2010.10 iki 2010.10
Degree	Certificate
Educational institution	Natal Settlers school
Educational qualification	HIV/Aids Counselling & home based care
I could work	Immediately

Languages

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

Computer knowledge

Ms packages

Internet Explorer, Adobe reader

Chrome, Ms publisher

Conferences, seminars

N/A

Recommendations

Contact person	Mr Lungile kheswa
Occupation	Manager
Company	Kheswa & Associate
Telephone number	083 73 73 546
Email address	Lungikheswa@gmail.com

Contact person	Miss zama Mtwecu
Occupation	Store manager
Company	Clicks
Telephone number	061 348 80 82
Email address	Zamamtwecu@gmail.com

Additional information

Your hobbies	I love to listening to music ,cooking, cleaning and dancing.
Driver licenses	None
Salary you wish	7000 R per month
How much do you earn now	5000 R per month