



# Anelisa Vivien Ndita

Curriculum Vitae (CV)

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

Am looking for a Security job as I have Grade E, D, C Security Certificate, Psira and Computer Certificate. I am a hard working person with sober habits, I'm not afraid of a challenge I love to do what other people are reluctant to do. I give excellent customer service, I pay attention to detail and give excellent report.

Preferred occupation	Guards Security jobs
Preferred work location	Bhisho Eastern Cape

## Contacts and general information about me

Day of birth	1989-01-13 (35 years old)
Gender	Female
Residential location	Mfuleni Western Cape
Telephone number	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>
Email address	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>

## Work experience

Working period	<b>nuo 2020.02 iki 2020.10</b>
Company name	Boxer
You were working at:	Cashiers
Occupation	Cashier
What you did at this job position?	Provide customers with fair, and courteous service. Register sales on a cash register by scanning items, itemizing and totalling customers purchase. Resolve customer issues and answer questions. Bag purchases if needed. Process return transactions.

Working period **nuo 2016.10 iki 2017.03**  
 Company name SSR Green holdings (pty) ltd  
 You were working at: Cleaners  
 Occupation Supervisor  
 What you did at this job position? Supervision of EPWP workers. Completion of reports.  
 Transporting of waste to the landfill site.

**Education**

Educational period **nuo 2020.06 iki 2020.06**  
 Degree Certificate  
 Educational institution Bonolo Holdings  
 Educational qualification Security Training Grade E, D, C.  
 I could work Security Gaurd

Educational period **nuo 2010.07 iki 2010.11**  
 Degree Certificate  
 Educational institution Walter Sisuli University  
 Educational qualification End User Computing  
 I could work Data capturer

Educational period **nuo 2007.01 iki 2007.11**  
 Degree Grade 12 / Matric  
 Educational institution St Matthews high school  
 Educational qualification Senior Certificate  
 I could work Yes

**Languages**

Language	Speaking level	Understanding level	Writing level
English	very good	very good	very good
isiXhosa	fluent	fluent	fluent

**Computer knowledge**

I have a Certificate in Computer literacy course in End User Computing, Consisting of the following introductory modules: Wndows XP, Microsoft Word 2003, Micro Excel 2003, Microsoft PowerPoint 2003, and Internet and E-mail.

**Recommendations**

Contact person	Z. S Mrwashu
Occupation	Supervisor
Company	Boxer
Telephone number	0682272473

Contact person	K Mbata
Occupation	Manager
Company	Ihlelo construction and Projects CC
Telephone number	0682272473

#### **Additional information**

Your hobbies	Reading and writing Travelling and love to exercise.
Driver licenses	None
Salary you wish	5500 R per month
How much do you earn now	N/A R per month