



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> Sign in
Email address	<i>Information is available only for registered users.</i> Sign in

Work experience

Working period	nuo 2020.02 iki 2020.10
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