



Chuma Mqwebedu

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I'm am Chuma Mqwebedu a hard working lady ,who is always up for a challenge and to learn something new ,I'm a fast learner and I keep detail to what I do in work ,honest with good integrity a team player and a leader ,also flexible in the work environment and professional

Preferred occupation Administrative jobs

Generals
General jobs

Preferred work location East London
Eastern Cape

Contacts and general information about me

Day of birth 1987-09-09 (36 years old)

Gender Female

Residential location Eastern Cape

Telephone number *Information is available only for registered users.*
[Sign in](#)

Email address *Information is available only for registered users.*
[Sign in](#)

Work experience

Working period **nuo 2018.06 iki 2021**

Company name Pick n Pay

You were working at: Shop assistants

Occupation Supervision Frontline

What you did at this job position? Team Leading, Schedule for Staff, Transaction Voids,Refunds>Returns, Customer Complains

Working period **nuo 2011.12 iki 2013.05**

Company name Buffalo City Metropolitan Municipality

You were working at: Online data processor

Occupation Service level agreement ,Field worker

What you did at this job position? Updating system,data capturing, Filling up forms of BCMM customers

Education

Educational period **nuo 2001.01 iki 2006.12**
 Degree Grade 12 / Matric
 Educational institution Vulamazibuko High School
 Educational qualification Grade 12/ Matric
 I could work Bank, General Work, Administration Jobs

Educational period **nuo 2018.02 iki 2011.01**
 Degree Certificate
 Educational institution Walter Sisulu University
 Educational qualification Financial Accounting
 I could work Bank, Administration office

Languages

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

Computer knowledge

All Computer Windows, Emailing, Faxing, Scanning Documents, Typing

Recommendations

Contact person Mr Bathing Mtengwana
 Occupation Manager
 Company Pick n Pay
 Telephone number 0679009092
 Email address BathingMtengwana@gmail.com

Contact person Mr Xolani Manga
 Occupation Manager
 Company BCMM Buffalo City Metropolitan Municipality
 Telephone number 073
 Email address Xmanga@yahoo.com

Additional information

Your hobbies Reading, Dancing, Singing
 Driver licenses None
 Salary you wish 9000 R per month
 How much do you earn now 6500 R per month