



# Tando Magazi

Curriculum Vitae (CV)

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

I Tando Magazi am a holder of a Bachelor's degree of Social Science with major specialisation in Political Science and Legal studies. Throughout my academic career I gained a lot of skills in terms of managing my deadlines as my academics were mostly based on research and problem solving. Nonetheless, I also have a strong knowledge of the public services and departmental structures, policies and procedures. I am a highly skilled individual in Computer Literacy as I have done researches through Microsoft, my skills of Microsoft include the use of Excel, Word, Access, Outlook, PowerPoint, Web browser. I gained strong knowledge of the South African legal system, Family Law, Criminal Law, Delitual Law, Constitutional Law.

Last but not least, in my studies, I was also introduced to Management, where I gained the knowledge of managing my time and making sure that I am well organized at all times as well as planning. My skills, knowledge and determination would make me the best candidate for this position. I have the ability to work individually and also as a dedicated member of a technical team. I am a young enthusiastic man who enjoys challenges as I am very excited to kick start my career and grow as a person.

Thank you for taking the time to review my resume. I genuinely believe that my skills and education would make me a valuable asset to your organization. I'm particularly excited about the opportunity to equip and broaden my knowledge and how I can contribute to that effort. Please find my attached resume for further reference. I look forward to having the opportunity to discuss my application further and am available for an interview any time.

Preferred occupation

**Administrators**

Administrative jobs

**Car drivers**

Driver jobs

**HR intern**

Management, human resources jobs

**Paralegals**

Law, legal jobs

Preferred work location

East London

Eastern Cape

Umtata / Mthatha  
Eastern Cape

Durban City  
KwaZulu-Natal

Midlands  
KwaZulu-Natal

### Contacts and general information about me

Day of birth	1999-06-28 (25 years old)
Gender	Male
Residential location	Bloemfontein Free State
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>

### Education

Educational period	<b>nuo 2017.02 iki 2021.01</b>
Degree	Degree
Educational institution	University Of Kwa Zulu Natal
Educational qualification	Bachelor of Social Science
Educational period	<b>nuo 2016.01 iki 2016.11</b>
Degree	Grade 12 / Matric
Educational institution	Mount Frere Senior Secondary School
Educational qualification	National Senior Certificate

### Languages

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

### Computer knowledge

Web browser

Adobe

**Microsoft Office  
Recommendations**

Word  
Contact person Mr. A Bangirana  
Access  
Occupation Academic Advisor  
Excel  
Company University of Kwa Zulu Natal  
PowerPoint  
Telephone number 0728921939

Contact person Dr. S Botchway  
Occupation Mentor  
Telephone number 0734450118

Contact person Ms B Dingiswayo  
Occupation High School Teacher  
Company Mount Frere Senior Secondary School  
Telephone number 0768848113

**Additional information**

Driver licenses C1 Heavy Vehicle 3,500kg - 16,000kg  
Driver license from 2018-06-00 (6 years)  
Salary you wish 10000 R per month