



# Mzothando Mbekeni

Curriculum Vitae (CV)

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

I am Mzothando Mbekeni and I am writing to express myself.

I am the ideal candidate for any Sales and Administration positions because I have the right skills and attitude to perform the job exceptionally well. I am very organised and results driven. I'm passionate about client service. I am a strategic thinker, good planner, and problem solver. I always invest my absolute best in everything I do to achieve great results. I will use all my skills, knowledge and experience to conquer all the challenges that will be allocated to me to make sure that the company achieves its objectives and goals.

I seek an environment in which I can add value, learn, and continue to improve. My attached CV will provide greater details as required and I hope it meets your considerations. I hope to hear from you soon.

Preferred occupation	<b>Administrators</b> Administrative jobs
	<b>Marketing consultant</b> Ads, marketing jobs
	<b>Sales representative</b> Sales jobs
Preferred work location	<b>East London</b> Eastern Cape

## Contacts and general information about me

Gender	Male
Residential location	East London Eastern 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 **nuo 2019.01 iki 2021.01**  
 Company name SAFA Amathole  
 You were working at: Promoters  
 Occupation Administrator  
 What you did at this job position? Answer phone calls and respond to Emails • Assisting in manage departmental budget • Order sporting and office equipment as needed • Schedule fixtures time • Plan fundraisers • Organize sporting event such as tournaments

Working period **nuo 2020.12 iki 2021.04**  
 Company name Net1 Financial Services  
 You were working at: Banking  
 Occupation Representative  
 What you did at this job position? Persuade customers to activate EasyPay Card and use Greendrod Bank as their chosen Bank • Create persuasive arguments to sell products and services to customers • Create cost-benefit analyses of customers • Maintain positive relationship with customers • Regularly reach out potential customers • Take care of customer complaints quickly and efficiently

**Education**

Educational period **nuo 2012.01 iki 2012**  
 Degree Grade 12 / Matric  
 Educational institution Masixole High School  
 Educational qualification Matric/ Grade 12  
 I could work Anywhere, where am need

Educational period **nuo 2015.02 iki 2017.12**  
 Degree Diploma  
 Educational institution Walter Sisulu University  
 Educational qualification National Diploma Sport Management  
 I could work In Sport related work

Educational period **nuo 2018.02 iki 2018.12**  
 Degree Degree  
 Educational institution Walter Sisulu University  
 Educational qualification B Tech Marketing  
 I could work Marketing related work

**Languages**

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

isiXhosa

fluent

fluent

fluent

### Computer knowledge

Microsoft office

### Recommendations

Contact person Sinethemba Nzanze

Occupation Representative

Company Ne1 Financial

Telephone number 061 223 6289

Contact person Siyabulela Manqunyana

Occupation Administration

Company SAFA Amathole

Telephone number +27 83 500 7824

### Additional information

Your hobbies Playing and watching sports. Listening to music and preset and organization tournaments

Driver licenses None

Salary you wish +- R6000 R per month

How much do you earn now 5000 R per month