



# Avela Nelani

Curriculum Vitae (CV)

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

I'm Avela Nelani born and bred in Worcester and in Cape Town .I finished Matric in 2018 then found a job the following year as a general worker at a Food and Beverages company/industry. In 2021 January I enrolled in Northlink College in Capetown in Human Resource Management (N4-N6) in November 2022 I finished my N6. I'm a goal driven individual who has great work ethic. A law abiding citizen and disciplined person who's giving it all when doing something.I'm an honest person who is very willing to learn. I'm also a fast learner who's adaptive to a work environment , I also have driving skills. I have good communication skills and problem solving skills. Currently I'm in need of an 18month Internship in order to obtain a Diploma as for now I have N4, N5, and N6 Certificates.

### Preferred occupation

**HR intern**

Management, human resources jobs

**Jobs for students**

Student jobs

**Call Centre agent**

Administrative jobs

**Labourers**

Labour jobs

**Customer care agent**

Administrative jobs

**Receptionist**

Administrative jobs

**Administrators**

Administrative jobs

**Filing clerk**

Administrative jobs

**Front Desk Agent**

Administrative jobs

**Data capturers**

Administrative jobs

### Preferred work location

**Cape Town**

Western Cape

**Central Karoo**

Western Cape

**Northern Suburbs**  
Western Cape

**Southern Peninsula**  
Western Cape

**Eden**  
Western Cape

**Overberg**  
Western Cape

**West Coast**  
Western Cape

**Atlantic Seaboard**  
Western Cape

**Southern Suburbs**  
Western Cape

**Pretoria / Tshwane**  
Gauteng

**West Rand**  
Gauteng

**Contacts and general information about me**

Day of birth	2000-08-12 (24 years old)
Gender	Male
Residential location	Cape Winelands 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 2019.01 iki dabar</b>
Company name	Dani
You were working at:	Bartenders
Occupation	General Worker
What you did at this job position?	Bartender , Cashier, Vehicle Driver and Cleaner

**Education**

Educational period	<b>nuo 2021.01 iki 2022.11</b>
Degree	Certificate
Educational institution	Northlink College
Educational qualification	Human Resource Management
I could work	At Government positions, Municipal Jobs and Private Companies

### Languages

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

### Computer knowledge

Microsoft Office Outlook, Word , Excel, OneNote, and PowerPoint.

### Recommendations

Contact person	Olwethu Dani
Occupation	Manager
Company	Dani Cafe
Telephone number	0781404049

### Additional information

Your hobbies	Watching News ,Reading books (any type of books) as long as interesting one , Writing and Gym.
Driver licenses	None
Salary you wish	R5000 R per month
How much do you earn now	R1000 R per month