

Chuma Ralushe

Curriculum Vitae (CV)

What job i'm looking for? My positive points

My name is Chuma Ralushe, I am a 3rd year student at Boston City Campus studying Bachelor of Social Sciences. Because I want to have working experience, I am up for any job that will improve my skills (customer service, communication, organisational skills). I will take any position (cashier, call centre, admin, receptionist). I am thrilled to express my interest and I am pleased to submit my application for consideration for the available position with your team. Given my background in the fieldwork space being a event surveyor working for Knysna Municipality and computer literacy, I feel I am in a great position to make a positive impact with your services. I am excited to learn about this position and I believe my strong communication and time management skills will help me excel as an employee at your company.

As a recent certificate for Office Assistance holder from Boston City Campus, I gained so much knowledge on Computer Literacy, Business and Financial management. As I was performing great and getting high grades, I managed to get a bursary. I learned how to operate MS Office and created a website for mental health (Health Minds).I can apply these same skills to create thoughtful and engaging marketing materials for your clients.

I am a strongly energized individual who is filled with motivation. If I were to work for your company , I would enjoy expanding my skills as I create informative material that captures the attention of your clients' target audiences. In addition to this, I am responsible, reliable and can always demonstrate positive professional conduct.

I am very excited to learn more about your company and to develop my skills further. Thank you for you time and I expectantly wait to hear a positive response from you.

Preferred occupation

Cashiers Retail, store jobs

Preferred work location

Northern Suburbs Western Cape

Contacts and general information about me

Day of birth Gender Residential location

2001-08-11 (23 years old) Female Northern Suburbs Western Cape

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Telephone number	Information is available only for registered users. <u>Sign in</u>
Email address	Information is available only for registered users. <mark>Sign in</mark>
Work experience	
Working period	nuo 2016.06 iki 2016.07

Knysna Municipality

What you did at this job position? I was taking surveys of people who attended the Knysna

Part time jobs

Event surveyor

	events that were there and hear their complaints. I was working for the Knysna Municipality during winter holidays. 2 times.
Education	
Educational period	nuo 2020.01 iki 2020.11
Degree	Certificate
Educational institution	Boston City Campus
Educational qualification	Office Assistant
I could work	Receptionist, admin

Oaster Festival, to get a capture people's experiences of the

Company name

Occupation

You were working at:

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

Additional information

Your hobbies

Essay writer Artist (drawing) Content creator

Salary you wish

R2500 R per month