



# Ncamisile Nkabini

Curriculum Vitae (CV)

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

I am looking for a General worker and I also have a management assistant qualifications.

Preferred occupation	<b>Generals</b> General jobs
	<b>Waiters, waitresses</b> Restaurant, bar service jobs
	<b>Administrators</b> Administrative jobs
	<b>Learnership</b> Other jobs
Preferred work location	<b>Empangeni Richards bay</b> KwaZulu-Natal

## Contacts and general information about me

Day of birth	1990-03-05 (34 years old)
Gender	Female
Residential location	<b>Empangeni Richards bay</b> KwaZulu-Natal
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 2022.01 iki 2022.11</b>
Company name	Ndabazamanina High School
You were working at:	Receptionist
Occupation	Administration
What you did at this job position?	Data capturing and enrolment and also managing he admin room

Working period **nuo 2018.03 iki 2018.09**  
 Company name Leomate - Prostage cleaner  
 You were working at: Agents  
 Occupation Cleaners  
 What you did at this job position? Cleaning and maintenance

Working period **nuo 2011.06 iki 2017.08**  
 Company name Oven gold bakery  
 You were working at: Kitchen staff  
 Occupation Baker and packer  
 What you did at this job position? Baking and packing

**Education**

Educational period **nuo 2016.01 iki 2018.11**  
 Degree Certificate  
 Educational institution UMgungundlovu TVET College  
 Educational qualification Education and development NQF Level 4  
 I could work As a care taker for ECD Centres as well as the old age home.

Educational period **nuo 2019.01 iki 2020.11**  
 Degree Diploma  
 Educational institution UMgungundlovu TVET College  
 Educational qualification National diploma in management assistant N4 to N6  
 I could work As a management assistant, secretary, switchboard operator and also administrator.

**Languages**

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

**Computer knowledge**

I have knowledge in Computer, data capturing, internet surfing, typing , printing and photocopying, spreadsheet, PowerPoint and database.

**Recommendations**

Contact person	Fisokuhle Funlucky Nkosi
Occupation	Machanic
Company	Zentrafor/ Sicker Transport
Telephone number	0818834334
Email address	funlucky1991@gmail.com

Contact person	Miss c Mkhize
Occupation	Administrator
Company	Ndabazamanina High School
Telephone number	0790797655
Email address	Masimbonge123@gmail.com

#### **Additional information**

Driver licenses	None
Salary you wish	R6000 R per month
How much do you earn now	None R per month