



# Sinethemba Nokeni

Curriculum Vitae (CV)

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

I currently have completed a bachelor of commerce degree. I am skilled in accounting, record keeping and all other clerical duties. I am highly skilled with computers and using programs such as spreadsheets and MS word. I have outstanding reading skills with the ability to teach myself from manuals and transcripts when needed.

I have a real desire to become one of the best of your employee in the field, and being chosen for this position will help me and boost my career that I needed and get me on start. I am a fast hard worker and a fast learner that will be easy to follow your directions, rules and procedures.

I have underground experience at harmony target1.

### Preferred occupation

**Miners**

Mining jobs

**Jobs for students**

Student jobs

**Construction manager**

Construction jobs

**Administrators**

Administrative jobs

**Data capturers**

Administrative jobs

**Ecommerce manager**

IT, computing jobs

**HR intern**

Management, human resources jobs

**Recruitment professional**

Management, human resources jobs

**Learnership**

Other jobs

**Logistics manager**

Other jobs

### Preferred work location

**Welkom**

Free State

**Bloemfontein**

Free State

Virginia  
Free State

Pretoria / Tshwane  
Gauteng

Johannesburg  
Gauteng

East London  
Eastern Cape

**Contacts and general information about me**

Day of birth	1997-11-13 (27 years old)
Gender	Male
Residential location	Virginia 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>

**Work experience**

Working period	<b>nuo 2021.03 iki 2022.08</b>
Company name	Bonwabise Construction and Trading pty(ltd)
You were working at:	Supervisor
Occupation	Supervisor
What you did at this job position?	<ul style="list-style-type: none"> <li>• Represent the whole organization, save as intermediary between employee and high management and ensure compliance.</li> <li>• Anticipate future needs, Motivate employee, Ensure productivity and quality, and Secure appropriate tools and training.</li> <li>• Ability to recognize diversity issues and appreciate their impact on the workplace</li> </ul>
Working period	<b>nuo 2022.08 iki dabar</b>
Company name	Harmony target1 (Contractor : Power of Junction)
You were working at:	Generals
Occupation	general worker
What you did at this job position?	<ul style="list-style-type: none"> <li>• Operate mining equipment in a safe and efficient manner according to company standards.</li> <li>• Load and haul ore, waste rock, and overburden to designated areas for disposal.</li> <li>• Perform routine maintenance on equipment as needed.</li> </ul>

**Education**

Educational period                      **nuo 2018.02 iki 2021.05**

Degree                                              Degree

Educational institution                      University of Fort Hare

Educational qualification                      Bachelor Degree of Commerce Industrial Organisational Psychology and Human Resource Management and Development

I could work                                      I could in any field of work that I qualify for

**Languages**

<b>Language</b>	<b>Speaking level</b>	<b>Understanding level</b>	<b>Writing level</b>
Sesotho	good	very good	basic
English	fluent	fluent	fluent
isiZulu	fluent	fluent	fluent
isiXhosa	fluent	fluent	fluent

**Computer knowledge**

Computer skills in Microsoft office (word, excel, PowerPoint, outlook).

**Conferences, seminars**

Contact person : Mr Ndzingo  
 Relationship : Examination department  
 Contact number : 086 621 9848

Contact person : N.N.Nonyongo  
 Relationship : Owner of Bonwabise Construction  
 And Trading pty(ltd)  
 Contact number : 071 815 8344

Contact person : B Talayi  
 Relationship : Faculty manager  
 Contact number : BTalay@ufh.ac.za

**Additional information**

Salary you wish                                      +/-6000 R per month  
 How much do you earn now                      -/+6000 R per month