



# Xhanti Moni

Curriculum Vitae (CV)

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

I'm looking for an admin job or a call Centre Job.

I once worked as an Administrative Intern at the Dept of Public Works for 18 Months, I also worked as a Call Centre Agent at Ison Multichoice

Preferred occupation                      Call Centre agent  
Administrative jobs

Preferred work location                      Cape Town  
Western Cape

## Contacts and general information about me

Day of birth                                      1993-10-26 (31 years old)

Gender    Male

Residential location                              Cape Town  
Western Cape

Telephone number                              *Information is available only for registered users.*  
[Sign in](#)

Email address                                      *Information is available only for registered users.*  
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## Work experience

Working period                                      **nuo 2020.04 iki 2021.10**

Company name                                      Dept. of Public Works & Infrastrucuture

You were working at:                              Administrators

Occupation    Admin Intern

What you did at this job position?      Supply Chain Management

Working period                                      **nuo 2019.04 iki 2020.02**

Company name                                      Ison

You were working at:                              Customer care agent

Occupation    Call Centre

What you did at this job position?      Customer Agent

## Education

Educational period	<b>nuo 2016.02 iki 2019.11</b>
Degree	Diploma
Educational institution	Boston City Campus & Business College
Educational qualification	Human Resource Management
I could work	at HR admin

### Languages

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

### Computer knowledge

Microsoft word (basic)  
 Microsoft excel(Basic)  
 Powerpoint( basic)  
 Outlook(basic)

### Recommendations

Contact person Mrs Noluxolo Siko  
 Occupation Supervisor  
 Company Dept of Public Works & Infrastructure  
 Telephone number 0413909055  
 Email address Noluxolo.Siko@ecdpw.gov.za

Contact person Mis Andiswa Tsholwane  
 Occupation Supervisor  
 Company Department of Public Works & Infrastrucuture  
 Telephone number 0413909075  
 Email address Andiswa.Tsholwane@ecdpw.gov.za

Contact person Mr Zolisa Tokota  
 Occupation Supervisor  
 Company Ison  
 Telephone number 0818192119

### Additional information

Driver licenses None  
 Salary you wish Market Related R per month  
 How much do you earn now Unemployed R per month