



Onezwa Memani

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I'm looking for any kind of a job so that I can advance my career, experience in a position that allows me to grow as a person and employee.. I'm a hard worker, passionate, consistent and disciplined. I am able to work under pressure. Able to work individually and also as a team.

Preferred occupation	Procurement officer Finance jobs
Preferred work location	Secunda Mpumalanga

Contacts and general information about me

Day of birth	1997-03-14 (27 years old)
Gender	Female
Residential location	Secunda Mpumalanga
Telephone number	<i>Information is available only for registered users.</i> Sign in
Email address	<i>Information is available only for registered users.</i> Sign in

Work experience

Working period	nuo 2020.01 iki 2021.11
Company name	Ingwe TVET College
You were working at:	Procurement officer
Occupation	Finance intern
What you did at this job position?	Receiving invoices and statements from suppliers. Capturing of invoices in to the accounting system. Adding supplier in to the system. Assist in preparing RFQs adverts

Education

Educational period	nuo 2016.02 iki 2017.12
Degree	Diploma
Educational institution	Ingwe TVET Collegel
Educational qualification	Financial Management
I could work	As finance clerk and supply chain/procurement clerk

Languages

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

Computer knowledge

Microsoft word, Excel, accounting pastel, sage and pastel payroll HR

Recommendations

Contact person	M Vunguvungu
Occupation	Supply chain manager
Company	Ingwe TVET College
Telephone number	0725946064

Additional information

Your hobbies	Reading books Net ball player
Driver licenses	None
Salary you wish	3000 R per month
How much do you earn now	None R per month