



# Xolile Nonhlanhla Ndabeni

Curriculum Vitae (CV)

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

IT/End User Computing

Position-data capture, internet, Email,Microsoft Word, Excel, Access and PowerPoint

Preferred occupation

**Online data processor**

IT, computing jobs

**Guards**

Security jobs

**Miners**

Mining jobs

**Generals**

General jobs

**Data capturers**

Administrative jobs

Preferred work location

**Standerton**

Mpumalanga

**Witbank**

Mpumalanga

**Middelburg**

Mpumalanga

## Contacts and general information about me

Gender

Female

Residential location

Witbank

Mpumalanga

Telephone number

*Information is available only for registered users.*

[Sign in](#)

Email address

*Information is available only for registered users.*

[Sign in](#)

## Work experience

Working period **nuo 2021.09 iki 2022.08**  
 Company name Nsongweni Primary School  
 You were working at: Administrators  
 Occupation Data capture  
 What you did at this job position? Database, typing, filing, registration, invitation letter and Email.

**Education**

Educational period **nuo 2014.01 iki 2014.12**  
 Degree Grade 12 / Matric  
 Educational institution Nqobizazi high school  
 Educational qualification Matric  
 I could work Unemployed

Educational period **nuo 2017.08 iki 2017.10**  
 Degree Certificate  
 Educational institution Global Project Specialist  
 Educational qualification Advance Computer and Cashier  
 I could work Unemployed

Educational period **nuo 2020.11 iki 2021.11**  
 Degree Certificate  
 Educational institution Nsingweni Consulting pty ltd  
 Educational qualification End User Computing  
 I could work Unemployed

Educational period **nuo 2018.07 iki 2019.06**  
 Degree Certificate  
 Educational institution Metro Computech College  
 Educational qualification Security Officer Grade E D C  
 I could work Unemployed

**Languages**

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

**Computer knowledge**

Microsoft Word, Excel, Access, PowerPoint, Internet, Email and Outlook.

**Conferences, seminars**

March 2022

June 2022

SASAMS workshops

**Recommendations**

Contact person	MM Ramahanedza
Occupation	Principal
Company	Nsongweni Primary School
Telephone number	0825834502
Email address	maggierams8@gmail.com

**Additional information**

Your hobbies	Netball and social activities like Facebook and Whatsapp
Driver licenses	None
Salary you wish	6000 R per month
How much do you earn now	800 R per month