



# Siphokazi Tshabalala

Curriculum Vitae (CV)

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

I am a reliable person and love of learning.

I am a trustworthy and patient person.

I am self-disciplined and I treat people with respect.

I am a persistence in everything I do.

Preferred occupation	Insurance administrator Finance jobs
	Bookkeeper Administrative jobs
Preferred work location	Johannesburg Gauteng
	East Rand Gauteng

## Contacts and general information about me

Day of birth	1985-07-27 (39 years old)
Gender	Female
Residential location	Johannesburg Gauteng
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 2017.03 iki 2020.05</b>
Company name	FasNetLink (PTY) LTD
You were working at:	Administrators
Occupation	Billing Clerk
What you did at this job position?	Invoicing,Quotations and customer Statements

## Education

Educational period                      **nuo 2019.01 iki 2021.12**  
 Degree                                        Diploma  
 Educational institution                   Boston City Cumpus  
 Educational qualification                Financial Accounting  
 I could work                                As a Bookkeeper and Data Capture

**Languages**

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

**Computer knowledge**

Microsoft Word  
 Microsoft Excel  
 Microsoft Outlook  
 Power point  
 Spreadsheet Advance  
 Database Presentation Graphics

**Recommendations**

Contact person                            Ziyanda Stoyile  
 Occupation                                 Manager  
 Company                                     FasNetLink  
 Telephone number                         078 247 8338

**Additional information**

Your hobbies                                Reading, Listening to music and Cooking.  
 Driver licenses                               B Light Vehicle ≤ 3,500kg  
 Driver license from                         2014-02-00 (10 years)  
 Salary you wish                             20 000 R per month  
 How much do you earn now               20 000 R per month