



Nkosivumile Qeda

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Reception and Administration, Data capturing and filing

Preferred occupation Government jobs
Government jobs

Receptionist
Administrative jobs

Preferred work location Durban City
KwaZulu-Natal

Contacts and general information about me

Day of birth 1994-10-22 (30 years old)

Gender Male

Residential location Durban City
KwaZulu-Natal

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 2021.09 iki 2022.08**

Company name NRF-SAASTA/Walter Sisulu University

You were working at: Government jobs

Occupation Intern

What you did at this job position? Administration work, minutes writing, typing, capturing marks

Education

Educational period **nuo 2017.02 iki 2019.12**

Degree Degree

Educational institution Walter Sisulu University

Educational qualification Bachelor of Social Sciences

I could work Anywhere

Educational period	nuo 2015.01 iki 2016.12
Degree	Grade 12 / Matric
Educational institution	Olwandle High School
Educational qualification	Grade 12

Languages

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

Computer knowledge

I am very much familiar with Microsoft word, Excel ,and PowerPoint. I can type fast. I can write emails as well.

Recommendations

Contact person	Dr. K.H. Ngqila
Occupation	Senior lecture and HoD
Company	Walter Sisulu University
Telephone number	+27 71 841 8806
Email address	kngqila@wsu.ac.za

Contact person	Mr. A. Phiwani
Occupation	Lecturer
Company	Walter Sisulu University
Telephone number	078 727 8305
Email address	aphiwani@wsu.ac.za

Contact person	Ms P. Nombila
Occupation	Secretary
Company	Walter Sisulu University
Telephone number	+27 76 334 1342
Email address	pnombila@wsu.ac.za

Additional information

Driver licenses	None
Salary you wish	15 000 R per month
How much do you earn now	4111.33 R per month