



Sindisiwe Monica Khalishwayo

Curriculum Vitae (CV)

What job i'm looking for? My positive points

My name is Sindisiwe Monica Khalishwayo. I have recently completed my Diploma in Administrative Information Management. I have a Marketing Management N6 Certificate as well as 4 years experience in retail as a Sales Advisor the skills I have learnt at H&M is communication skills ,customer service skills , product and brand knowledge ,time management as well as Point of sale (POS) . I have attached a copy of my curriculum vitae which I would like you to review should there be suitable positions.

Preferred occupation Customer care agent
Administrative jobs

Government jobs
Government jobs

Preferred work location Pretoria / Tshwane
Gauteng

East Rand
Gauteng

Johannesburg
Gauteng

Contacts and general information about me

Day of birth 1993-05-21 (31 years old)

Gender Female

Residential location East Rand
Gauteng

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 2015.09 iki 2019.01
Company name	H&M
You were working at:	Shop assistants
Occupation	Sales Advisor
What you did at this job position?	Assist Customers , Manage transactions with customers using cash register

Education

Educational period	nuo 2011.01 iki 2011.12
Degree	Grade 12 / Matric
Educational institution	The Hill High School
Educational qualification	National Senior Certificate

Educational period	nuo 2019.06 iki 2019.12
Degree	Certificate
Educational institution	Ekurhuleni East College
Educational qualification	Marketing Management N6

Educational period	nuo 2020.01 iki 2022.12
Degree	Diploma
Educational institution	Tshwane University of Technology
Educational qualification	Administrative Information Management

Languages

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

Computer knowledge

Computer Skills include :Microsoft Word ,Microsoft Excel , Microsoft Project , Microsoft PowerPoint and Microsoft Outlook

Additional information

Driver licenses	None
Salary you wish	10 000 R per month