



# Nomfundo Nzuza

Curriculum Vitae (CV)

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

Intern jobs

Permanent post

Contract jobs

Preferred occupation

**Personal assistant**  
Administrative jobs

**Administrators**  
Administrative jobs

**Editors**  
Media, journalism jobs

**Switchboard operator**  
Administrative jobs

**Bookkeeper**  
Administrative jobs

**Receptionist**  
Administrative jobs

**Secretaries**  
Administrative jobs

Preferred work location

**Johannesburg**  
Gauteng

**Durban City**  
KwaZulu-Natal

## Contacts and general information about me

Day of birth 1997-09-02 (27 years old)

Gender Female

Residential location Johannesburg  
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 2020.04 iki 2022.08**  
 Company name Senzela Secondary School  
 You were working at: Government jobs  
 Occupation Assistant Educator  
 What you did at this job position? EA, ICT.. Admin assistant

Working period **nuo 2023.01 iki 2023.07**  
 Company name BP morninghill  
 You were working at: Cashiers  
 Occupation Cashier  
 What you did at this job position? Sales.. marketing.. merchandise..cleaning

Working period **nuo 2021.09 iki 2021.11**  
 Company name Fishaways  
 You were working at: Kitchen staff  
 Occupation BOH  
 What you did at this job position? Preparing meals

**Education**

Educational period **nuo 2018.01 iki 2019.06**  
 Degree Certificate  
 Educational institution Thekwini tvet college  
 Educational qualification N4, N5 & N6  
 I could work Public Relations Practitioner

Degree Certificate  
 Educational institution Richfield Graduate of Technology and Institution  
 Educational qualification End User Computing  
 I could work Computer related jobs

**Languages**

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

**Computer knowledge**

●Microsoft PowerPoint

●Microsoft outlook

●Introduction to personal computer

**Recommendations**

●Microsoft word

Contact person NW Nxumalo

●Microsoft excel

Occupation Department Head

●Microsoft access

Company Sensela Secondary School

Telephone number

0780130184

**Additional information**

Driver licenses

None