



# Amanda Nyalungu

Curriculum Vitae (CV)

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

I am a capable young and energetic person, always willing to learn, relevant and favourable qualities to perform the any job competently and effectively. I am an ambitious, goal-driven person who is intelligent and diligent. I am good at problem-solving and tackling problems head-on. Furthermore, I believe that my skills can play a vital role in any organisation. I am certain that I can bring positive changes to your organization by coming up with innovative ideas, I served at Checkers for 6 months being placed in different fields, ie deli, Baker, fruit and veggie. Hence I am looking for retail stores vacancies. I got an opportunity to work at retailer brands for 2 years as a general worker, hence I am looking for general worker jobs, served as a secretary and data capture for 2 years at Bushbuckridge local municipality, and I got an opportunity to serve as an Administrator for 1 year at Tg Vision. This gives me experience to work as an Administrator or receptionist.

Preferred occupation	<b>Administrators</b> Administrative jobs
	<b>Shop assistants</b> Retail, store jobs
	<b>Government jobs</b> Government jobs
	<b>Generals</b> General jobs
Preferred work location	<b>Johannesburg</b> Gauteng
	<b>East Rand</b> Gauteng
	<b>West Rand</b> Gauteng

## Contacts and general information about me

Gender	Female
Residential location	Johannesburg Gauteng
Telephone number	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>

Email address

Information is available only for registered users.

[Sign in](#)

### Work experience

Working period **nuo 2021.10 iki 2023.01**  
Company name TG vision  
You were working at: Administrators  
Occupation Administrator  
What you did at this job position? Working as a receptionist and providing admin support for the office

### Education

Educational period **nuo 2013.06 iki 2017.12**  
Degree Diploma  
Educational institution Mopani South east TVet college  
Educational qualification Public management  
I could work As an admin clerk

### Languages

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

### Computer knowledge

Microsoft office; word, excel and outlook.

### Recommendations

Contact person Amrithlall Balmogan  
Occupation Production manager  
Company Retailer brands  
Telephone number 0824627520  
Email address amrithlallb@dhfoods.co.za

Contact person Macdonald Martins  
Occupation Technician  
Company TG Vision  
Telephone number 0844754133  
Email address Macdonaldmartin24@yahoo.com

### Additional information

Your hobbies	Exercising Reading books
Driver licenses	C1 Heavy Vehicle 3,500kg - 16,000kg
Driver license from	2017-11-00 (6 years)
Salary you wish	6000 R per month
How much do you earn now	960 R per month