



# Cynthia Millicent Davidson

Curriculum Vitae (CV)

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

I am looking for a Human Resources Officer Job.I am a very hardworking and honest young lady.I am also a great team player, who is able to switch between tasks and also able to work under pressure and meet deadlines.I also have Five years experience as a sales clerk.

|                         |   |
|-------------------------|---|
| Preferred occupation    | Human Resources officer<br>Management, human resources jobs |
| Preferred work location | Phalaborwa<br>Limpopo                                       |
|                         | Polokwane / Pietersburg<br>Limpopo                          |
|                         | Tzaneen<br>Limpopo  |

## Contacts and general information about me

|                      |   |
|----------------------|---|
| Day of birth         | 1987-06-27 (37 years old)   |
| Gender               | Male  |
| Residential location | Phalaborwa<br>Limpopo   |
| Telephone number     | <i>Information is available only for registered users.</i><br><a href="#">Sign in</a> |
| Email address        | <i>Information is available only for registered users.</i><br><a href="#">Sign in</a> |

## Work experience

|                                    |   |
|------------------------------------|---|
| Working period                     | <b>nuo 2011.11 iki 2016.04</b>  |
| Company name                       | Pioneer Hi-bred Zimbabwe  |
| You were working at:               | Telemarketers   |
| Occupation                         | Sales Clerk   |
| What you did at this job position? | Capturing sales invoices, dealing with customer complaint and queries, reconciliation of accounts and marketing seed. |

## Education

|                           |   |
|---------------------------|---|
| Educational period        | <b>nuo 2006.08 iki 2011.06</b>          |
| Degree                    | Degree                                  |
| Educational institution   | Bindura University of Science Education |
| Educational qualification | Human Resources Management Degree       |
| I could work              | As a Human Resources Officer            |

### Languages

| Language | Speaking level | Understanding level | Writing level |
|----------|----------------|---------------------|---------------|
| English  | fluent         | fluent              | fluent        |

### Computer knowledge

I can use microsoft word, excel and powerpoint. I can also use Great Plains Dynamics(System)

### Recommendations

|                  |                            |
|------------------|----------------------------|
| Contact person   | Kervin Madziwa             |
| Occupation       | Accounts Controller        |
| Company          | Pioneer Seeds Zimbabwe     |
| Telephone number | 00263712646226             |
| Email address    | Kervin.Madziwa@pioneer.com |

### Additional information

|                          |                               |
|--------------------------|-------------------------------|
| Your hobbies             | Reading Novels and travelling |
| Driver licenses          | B Light Vehicle ≤ 3,500kg     |
| Driver license from      | 2016-01-00 (8 years)          |
| Salary you wish          | 20000 R per month             |
| How much do you earn now | 10000 R per month             |