



# Siyabonga Kondlo

Curriculum Vitae (CV)

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

Regarding the position currently available in your organization, please find attached copy of my CV and certified copies of my qualifications for your consideration.

I have graduated at Walter Sisulu University with a Diploma in Internal Auditing, currently doing my Post Graduate Diploma in Internal Auditing at UNISA and hope to put this to use in the fields of auditing, accounting, taxation and finance.

The course covered many topics (Internal Auditing, Financial Accounting, Taxation, Business Information Systems, Management Accounting and Commercial Law). I am looking to develop more specialist skills in this area and build a more successful career. I have more than 1 year of experience as I was previously employed at Dept of Transport (Alfred Nzo) as an Intern in financial Management and am currently employed at PDB Pretorius Dondashe Chartered Accountants (SA) as the Junior Accountant

I have attained specialist skills when pursuing my academic qualification and from experience gained through past employment (knowledge of MS Office Word, Access, Excel, PowerPoint, Outlook and Publisher, Internet Explorer, Advanced Knowledge of SAP Accounting system, Pastel Accounting version 14 to Partner 14.1.4, Draftworx, SARS E-Filing, good interpersonal relation, time management skills and able to diligently work under pressure and good numerical skills).

I believe this will enable me to discharge due professional diligence, responsible action taking, time consciousness, analytical and critical thinking and professional conduct in the working environment and help me to grow within the organization in time, be a solution for the organization's needs, effectively contributing and growing within the field while applying the knowledge and skill gained over time.

If you would like to get in touch to discuss, my application and to arrange an interview, you can contact me on cell phone 078 041 7201/ 078 825 1004 or at ciakondlo@gmail.com

I am hoping my application will be successful so I can do my best.

Yours sincerely,

Ms Siyabonga Kondlo

Preferred occupation                      Accountants  
Finance jobs

Preferred work location                    East London  
Eastern Cape

**Contacts and general information about me**

Day of birth	1984-08-07 (40 years old)
Gender	Female
Residential location	East London Eastern Cape
Telephone number	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>
Email address	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>

**Additional information**

Salary you wish	15000 R per month
How much do you earn now	9000 R per month