



# Nwabisa Pretty Kunene

Curriculum Vitae (CV)

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

Data capturer and dispatch or receiver clerk. I have been doing data capturing and dispatching for 10 years. I am a fast learner and I am ambitious about my work.

Preferred occupation	Dispatchers Administrative jobs
	data capturer Other jobs
Preferred work location	Port Elizabeth Eastern Cape

## Contacts and general information about me

Day of birth	1973-09-14 (50 years old)
Gender	Female
Residential location	Port Elizabeth 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>

## Work experience

Working period	<b>nuo 1998.10 iki 2013.06</b>
Company name	Venture SA
You were working at:	Dispatchers
Occupation	dispatch clerk
What you did at this job position?	dispatching and capture parts
Working period	<b>nuo 2013.12 iki 2015.01</b>
Company name	Fairdeal
You were working at:	Other jobs
Occupation	credit collector clerk
What you did at this job position?	call customers and remind them about payment and collect cash to others

Working period **nuo 2015.05 iki 2016.12**  
 Company name Valotrade  
 You were working at: Other jobs  
 Occupation debtor clerk  
 What you did at this job position? call debtors for their debts for African bank and Joshua Doore

**Education**

Educational period **nuo 2010.01 iki 2012.12**  
 Degree Certificate  
 Educational institution East Midlands College  
 Educational qualification N6 in business management  
 I could work with account departments both credit and debit. I could also do production and a little with wage clerk

**Languages**

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

**Computer knowledge**

Excel, Microsoft, e-mails and internet

**Conferences, seminars**

First aid and HIV and AIDS awareness

**Recommendations**

Contact person Bianca Deyzel  
 Occupation Supervisor  
 Company Valotrade  
 Telephone number 0413653413  
 Email address biancad@dpls.co.za

Contact person Karin  
 Occupation manager  
 Company Fairdeal/African bank  
 Telephone number 0837269346

**Additional information**

Your hobbies Reading and cooking

Driver licenses	B Light Vehicle ≤ 3,500kg
Driver license from	2013-09-00 (10 years)
Salary you wish	R6000 R per month
How much do you earn now	R3500 + com R per month