



# Sivuyile Tuluma

Curriculum Vitae (CV)

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

I am looking for a job that will challenge me mentally and physically. I am hard working, honest, good communication skills, healthy, computer literate. I love a challenge and I am always interested in learning new things.

Preferred work location	Bhisho Eastern Cape
	Pretoria / Tshwane Gauteng
	Durban City KwaZulu-Natal

## Contacts and general information about me

Day of birth	1993-10-16 (30 years old)
Gender	Male
Residential location	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 2016.06 iki 2016.12</b>
Company name	Bisho Child and Youth Care Centre
You were working at:	Jobs for students
Occupation	Administration
What you did at this job position?	Procurement of inventory, faxing and emailing of specifications of potential suppliers, printing and coping of documents, booking venues for Program me meetings, typing of documents, filling of entry forms for ordering, monthly reports, Master listing of CV on Excel,

## Education

Educational period **nuo 2012.01 iki 2012.12**  
 Degree Grade 12 / Matric  
 Educational institution Hoerskool De Cos Malan  
 Educational qualification English, Afrikaans, Mathematics, Physical science, Life Orientation, Geography, Computer Applied Technology

Educational period **nuo 2013.02 iki 2016.11**  
 Degree Diploma  
 Educational institution Walter Sisulu University  
 Educational qualification Public Management

### Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent
isiXhosa	fluent	fluent	good
Afrikaans	basic	good	basic

### Computer knowledge

I know how to use Word, Excel and PowerPoint

### Recommendations

Contact person Lulekwa Nanto  
 Occupation Center Manager  
 Company Bishop Child and Youth Care Centre  
 Telephone number 0406055151  
 Email address lulekwa.nanto@ecdsd.gov.za

### Additional information

Your hobbies Reading, playing rugby,  
 Driver licenses C1 Heavy Vehicle 3,500kg - 16,000kg  
 Driver license from 2013-07-00 (11 years)