



# Sisipho Mjadu

Curriculum Vitae (CV)

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

I envisage a career for myself and inspire to be involved in a company that allows me to utilize my skills with prospects for career development.

I am a confident, hardworking person who enjoys challenges. I also enjoy working with a variety of people.

I am a highly innovative independent thinker. I am a performance-driven individual, with very high work ethics, and with tremendous passion for what I do. I am a highly resourceful individual who has the ability to quickly adapt to different industrial environments and rapid advances in technology. I am a good communicator, and I am a highly proactive team player.

Preferred occupation                      Engineers  
Engineering jobs

Preferred work location                      East London  
Eastern Cape

## Contacts and general information about me

Day of birth                                      1993-09-03 (31 years old)

Gender    Female

Residential location                              Uitenhage  
Eastern Cape

Telephone number                              *Information is available only for registered users.*  
[Sign in](#)

Email address                                      *Information is available only for registered users.*  
[Sign in](#)

## Work experience

Working period **nuo 2012.03 iki 2014.04**

Company name Lumotech

You were working at: Machine operator

Occupation Operator

What you did at this job position? • To assemble as per operating / process instructions, to follow standards of quality and quantity. • Check air pressure and lubrication (First line maintenance). • Receive task/ instruction from Team Leader. • Report to Team leader. • Ensure correct process/ operating instructions for the operation is available and kept at workstation. • Pick and assemble relevant parts, components with tools and equipment required. • Assemble the components by following the step-by-step process operating instructions. • Carry out worker self check of all assemblies, verification and stamp as confirmation. • Follow defined safe work practice. • All non conformances detected must be reported to Team Leaders/ Quality Inspectors • To record daily production output on output sheet. • Complete specified assembly operation prior to leaving workstation. • Undertake any other task, projects or duties as allocated by Management from time to time. • To ensure all activities within my are performed in compliance with the company Policies & Procedures, and legislation with specific emphasis on Health, Safety and Environmental aspects.

Working period **nuo 2014.04 iki dabar**

Company name Valeo

You were working at: Technician

Occupation Quality technician

What you did at this job position? • Ensure that all incoming components are accurately and timeously checked against an approved inspection plan. • Updating and maintaining of receiving inspection plan. • Identify whether components/materials have been subject to receiving inspection and endorse paperwork accordingly. • Quarantine suspect/damaged parts, initiation of sorting actions and the handling of non-conforming material including administrative tasks and input into system. • Responsibility for quarantine area as well as the actions and the final disposition of all parts in this area. • Responsible for the communication to affected departments or functions in case of a sorting action or a quarantine action. • Responsible to ensure that only conforming parts are issued to the stores. Assist in other inspection areas if and when required. • On a regular basis, assist in audits as per quality system requirements. • Abide by company rules and regulations, policies and procedures ensure high level of house-keeping and safety in the work area.

**Education**

Degree Certificate

Educational institution Nelson Mandela University

Educational qualification Quality Assurance

Degree	Certificate
Educational institution	Nelson Mandela University
Educational qualification	Operations Management
I could work	Introduction to OPS Manufacturing relations Productivity Lean and JIT Supervisor skills Planning Introduction to Finance Quality Marketing

### Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent
Afrikaans	fluent	fluent	fluent

### Computer knowledge

Microsoft Office.  
 Spreadsheets.  
 PowerPoint.  
 Microsoft Access.  
 QuickBooks.  
 Email.  
 Web and Social Skills.  
 Graphic and Writing Skills.

### Additional information

Your hobbies	Learning Shopping Football
Salary you wish	15000 R per month
How much do you earn now	9000 R per month