



# Asavela Sikwatsha

Curriculum Vitae (CV)

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

I am a very hard working person, punctual, passionate, fast learner, always eager to learn new things, i can work as individual and in groups, willing to work extra hours.

Preferred occupation	Administrators Administrative jobs
Preferred work location	Durban City KwaZulu-Natal

## Contacts and general information about me

Day of birth	1988-07-06 (36 years old)
Gender	Female
Residential location	Durban City KwaZulu-Natal
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 2015.03 iki 2018.08</b>
Company name	Department of social development
You were working at:	Administrators
Occupation	Provision clerk
What you did at this job position?	Filling, inventory issueing stock, distributing salary advices, asset verification

## Education

Educational period	<b>nuo 2013.01 iki 2014.07</b>
Degree	Diploma
Educational institution	Esayidi tvet college
Educational qualification	ND public management
I could work	Administration work

## Languages

<b>Language</b>	<b>Speaking level</b>	<b>Understanding level</b>	<b>Writing level</b>
English	very good	very good	very good
isiXhosa	fluent	fluent	fluent

### **Computer knowledge**

I have computer certificate word processing , spreadsheet , presentation , emailing n internet and in my modules i did computer practice

### **Recommendations**

Contact person	Mr. M. T Cikoza
Occupation	Provision clerk (supervisor)
Company	Social development
Telephone number	073 128 7896
Email address	Mvyisicikoza@dosd.gov.za

Contact person	Ms. N Siyoyo
Occupation	State accountant
Company	Social development
Telephone number	060 3289 002
Email address	Noxolosiyoyo@Dosd.gov.za

### **Additional information**

Your hobbies	Reading Cooking Watching tv
Driver licenses	C1 Heavy Vehicle 3,500kg - 16,000kg
Driver license from	2015-05-00 (9 years)
Salary you wish	10 000-15000 R per month
How much do you earn now	3000 R per month