



Sphiwe Bradley Zuma

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I'm looking for a management assistant job, I'm hard working, dedicated and passionate about my work I'm willing to learn also I just recently completed my N6 management assistant course at Majuba College ITB was also part of the Student Representative Council for 2 years.. I have computer skills too

Preferred occupation	Data capturers Administrative jobs
	Receptionist Administrative jobs
Preferred work location	Volksrust Mpumalanga

Contacts and general information about me

Day of birth	1997-01-30 (27 years old)
Gender	Female
Residential location	Newcastle KwaZulu-Natal
Telephone number	<i>Information is available only for registered users.</i> Sign in
Email address	<i>Information is available only for registered users.</i> Sign in

Education

Educational period	nuo 2018.02 iki 2019.11
Degree	Diploma
Educational institution	Majuba college IT&Business campus
Educational qualification	Management assistant N4 to N6
I could work	Office work

Educational period	nuo 2015.02 iki 2017.11
Degree	Certificate
Educational institution	Majuba college IT&Business campus
Educational qualification	Office administration L2 to L4
I could work	Office work

Languages

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

Computer knowledge

Microsoft word
PowerPoint
Execl
Mailmerge
Spreadsheet

Additional information

Your hobbies	Reading books Traveling Adventurous activities
Driver licenses	None
Salary you wish	15000+ R per month