



# 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> <a href="#">Sign in</a>
Email address	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>

## Education

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

Educational period	<b>nuo 2015.02 iki 2017.11</b>
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