



Nhlanhla Sibanyoni

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am a young and vibrant lady. I am a hard worker and I am good in management. I am punctual, able to keep up with the deadlines, prioritise my work and always open to try new things in different departments.

Any job that has to do with management will be highly accepted. Employing me is like having another asset in your company. My work will speak for itself.

Preferred occupation	Management, human resources jobs
Preferred work location	Pretoria / Tshwane Gauteng

Contacts and general information about me

Day of birth	1998-02-25 (26 years old)
Gender	Female
Residential location	Gauteng
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

Work experience

Working period	nuo 2018.12 iki 2018.12
Company name	Duma Nokwe Chambers
You were working at:	Personal assistant
Occupation	Personal assistant
What you did at this job position?	Ran errands for my senior, ordered food from the kitchen and or other shops, made fillings too.
Working period	nuo 2016.02 iki 2018.12
Company name	Eezy M motor spares
You were working at:	Salesperson
Occupation	Salesperson
What you did at this job position?	Sold products directly to the people

Education

Educational period	nuo 2017.07 iki 2019.12
Degree	Diploma
Educational institution	Tshwane North Tvet College
Educational qualification	Diploma in management assistant
I could work	Management jobs

Languages

Language	Speaking level	Understanding level	Writing level
English	very good	very good	very good
isiZulu	very good	very good	basic
Setswana	very good	very good	very good
SiSwati	good	very good	do not know

Computer knowledge

Microsoft excel
 Microsoft word
 Microsoft access

Additional information

Your hobbies	Being in charge. Being accountable. In managerial department
Driver licenses	None
Salary you wish	R15 000 R per month
How much do you earn now	R10 000 R per month