



Philasande Zuzani

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I'm looking for anything from General Worker, Storeman and Administration or Admin Assistant. I am a fast learner and a Hard worker, Good team player and also performing well when working as an individual. Respectful person and Obeying Rules and regulations all the time.

Preferred occupation Data capturers
 Administrative jobs

Preferred work location Cape Town
 Western Cape

Contacts and general information about me

Day of birth 1990-03-23 (34 years old)

Gender Male

Residential location Cape Flats
 Western Cape

Telephone number *Information is available only for registered users.*
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Email address *Information is available only for registered users.*
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Work experience

Working period **nuo 2014.01 iki 2015.11**

Company name Sea Harvest pty ltd

You were working at: Administrators

Occupation Admin Assistant

What you did at this job position? Data Capture, Filling, assistant to all other office duties

Working period **nuo 2016.02 iki 2018.09**

Company name Chezbiz Trading pty ltd / Harbour House Group

You were working at: Store person

Occupation Storeman or Stock controller

What you did at this job position? Controlling stock, Invoicing, Returning wrong Deliveries, Counting Stock, Balancing Stock levels and more

Education

Educational period	nuo 2011.01 iki 2013.12
Degree	Certificate
Educational institution	West Coast College
Educational qualification	Office Administrator
I could work	As General worker, Cashier, Stock controller, Admin Assistant, Personal Assistant

Languages

Language	Speaking level	Understanding level	Writing level
English	very good	very good	very good
isiZulu	good	good	good
isiXhosa	fluent	very good	very good

Computer knowledge

Its computer Excl, power point, Microsoft word, also have experience in working with Inventory system, and Pilot

Recommendations

Contact person	Claudia Viljoen
Occupation	Administrator
Company	Sea Harvest pty ltd
Telephone number	0227014264
Contact person	Vanessa Cornelison
Occupation	Manager
Company	Chezbiz Trading pty ltd /Harbour House Group
Telephone number	0212862191

Additional information

Your hobbies	I love to keep my body in a good shape (Gym) playing Rugby or Soccer,
Driver licenses	None, C Extra Heavy Vehicle > 16,000kg
Salary you wish	R5500 R per month