



# Sikhangiwe Mazibuko

Curriculum Vitae (CV)

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

I'm looking for a job that will help me secure a challenging position in a reputable company to help me expand my knowledge and skills. I am particularly looking for a full-time job or a contract job to gain experience for continuous career experience. Since there is a global pandemic and I am still a student who is continuing her academics through online learning, I want to utilize the skills that I have acquired from my previous working experience by securing a job opportunity to fully make use of my skills, while making a significant contribution to the success of the company. I am good at teamwork, cooperative and responsible. I am enthusiastic, hardworking and aim to reach my full potential. I am looking forward to securing a job where I will be able to make use of my interpersonal skills to achieve goals of the company. Additionally, my talents are drawing and writing.

### Preferred occupation

Jobs for students

Student jobs

Waiters, waitresses

Restaurant, bar service jobs

Receptionists

Hotel jobs

Shop assistants

Retail, store jobs

Filing clerk

Administrative jobs

Data capturers

Administrative jobs

### Preferred work location

Polokwane / Pietersburg

Limpopo

## Contacts and general information about me

Day of birth

2000-02-16 (25 years old)

Gender

Female

Residential location

Polokwane / Pietersburg

Limpopo

Telephone number

Information is available only for registered users.

[Sign in](#)

Email address

Information is available only for registered users.

[Sign in](#)

## Work experience

Working period	<b>nuo 2019.11 iki 2019.12</b>
Company name	Pick n Pay (Estcourt)
You were working at:	Shop assistants
Occupation	Till Packer
What you did at this job position?	Packing items purchased by customers, Cleaning of tills and working areas on a daily basis and assisting in other departments in the shop where necessary.
Working period	<b>nuo 2022.02 iki 2022.09</b>
Company name	NIHSS University of Limpopo
Occupation	Data Capturer
What you did at this job position?	<ul style="list-style-type: none"><li>• Made a list of interview questions and a summary of the outcomes.</li><li>• Distributed questionnaires to high schools</li><li>• Conducted research and provided a summary of the results</li><li>• Processed critical data using SPSS</li><li>• Participated at project meetings</li></ul>
Working period	<b>nuo 2023.03 iki 2023.04</b>
Company name	Winterton Superspar
Occupation	General Assistant
What you did at this job position?	<ul style="list-style-type: none"><li>• Captured data from various source documents/spreadsheets onto the computer system within the required timeframes.</li><li>• Captured new and updated files accurately and according to the required standard.</li><li>• Reviewed any data deficiencies or errors, correcting any compatibilities and consistently checking work for accuracy and completeness.</li><li>• Scanned documents and files when needed.</li><li>• Any ad hoc administrative duties as required by the department/management.</li></ul>

## Education

Educational period	<b>nuo 2013.01 iki 2017.11</b>
Degree	Grade 12 / Matric
Educational institution	Mpumelelo High School
Educational qualification	Matric
I could work	On Retail Stores and Hotels
Educational period	<b>nuo 2018.02 iki 2021.11</b>
Degree	Degree
Educational institution	University of the Free State
Educational qualification	Bachelor of Social Science in Psychology and Sociology (Still Enrolled)
I could work	On Retail Stores and Hotels

## Languages

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

## Computer knowledge

I did CSIQ on my first year in the university, which is the mandatory module about computer literacy.

Microsoft Word, Excel, PowerPoint and SPSS & SIGMS

## Additional information

Your hobbies	I love drawing realistic pictures I'm also fond of writing as I aspire to be an author/writer I love reading books, fiction and nonfiction
Driver licenses	None
Salary you wish	R12000 R per month
How much do you earn now	Not working R per month