



# Sphelele Khuzwayo

Curriculum Vitae (CV)

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

A young energetic lady looking for a site clerk job, i've worked for Group Five construction company for 8 years as a Site clerk, im loyal, trustworthy and confident in what im doing. I've also done some HR work and Health & Safety as i like to learn new thing and implement them at the same time.

Preferred occupation                      Site Clerk  
Construction jobs

Preferred work location                      Durban City  
KwaZulu-Natal

## Contacts and general information about me

Day of birth                                      1984-12-26 (41 years old)

Gender    Female

Residential location                              Durban City  
KwaZulu-Natal

Telephone number                              *Information is available only for registered users.*  
[Sign in](#)

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

Working period                                      **nuo 2013.04 iki 2020.01**

Company name                                      GROUP FIVE CONSTRUCTION

You were working at:                              Procurement officer

Occupation    Site Clerk

What you did at this job position?      Requisition, payroll, time keeping

## Education

Educational period                                      **nuo 1992.01 iki 2003.12**

Degree    Grade 12 / Matric

Educational institution                              Mpolweni Secondary School

Educational qualification                              Matric

Educational period                      **nuo 2009.03 iki 2010.11**

Degree                                      Certificate

Educational institution                Computer College South Africa

Educational qualification              Secretarial Certificate

I could work                              As a receptionist

Educational period                      **nuo 2020.03 iki 2021.02**

Degree                                      Certificate

Educational institution                NOSA

Educational qualification              Health & Safety Principles

I could work                              SHE Rep

**Languages**

Language	Speaking level	Understanding level	Writing level
isiZulu	fluent	fluent	fluent
English	fluent	fluent	fluent

**Additional information**

Driver licenses                          None

Salary you wish                        R6000.00 R per month

How much do you earn now        R0.00 R per month