



Anelisa Vivien Ndita

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Am looking for a Security job as I have Grade E, D, C Security Certificate, Psira and Computer Certificate. I am a hard working person with sober habits, I'm not afraid of a challenge I love to do what other people are reluctant to do. I give excellent customer service, I pay attention to detail and give excellent report.

Preferred occupation Guards
Security jobs

Preferred work location Bhisho
Eastern Cape

Contacts and general information about me

Day of birth 1989-01-13 (37 years old)

Gender Female

Residential location Mfuleni
Western Cape

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 2020.02 iki 2020.10**

Company name Boxer

You were working at: Cashiers

Occupation Cashier

What you did at this job position? Provide customers with fair, and courteous service. Register sales on a cash register by scanning items, itemizing and totalling customers purchase. Resolve customer issues and answer questions. Bag purchases if needed. Process return transactions.

Working period	nuo 2016.10 iki 2017.03
Company name	SSR Green holdings (pty) ltd
You were working at:	Cleaners
Occupation	Supervisor
What you did at this job position?	Supervision of EPWP workers. Completion of reports. Transporting of waste to the landfill site.

Education

Educational period	nuo 2020.06 iki 2020.06
Degree	Certificate
Educational institution	Bonolo Holdings
Educational qualification	Security Training Grade E, D, C.
I could work	Security Gaurd

Educational period	nuo 2010.07 iki 2010.11
Degree	Certificate
Educational institution	Walter Sisuli University
Educational qualification	End User Computing
I could work	Data capturer

Educational period	nuo 2007.01 iki 2007.11
Degree	Grade 12 / Matric
Educational institution	St Matthews high school
Educational qualification	Senior Certificate
I could work	Yes

Languages

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

Computer knowledge

I have a Certificate in Computer literacy course in End User Computing, Consisting of the following introductory modules: Wndows XP, Microsoft Word 2003, Micro Excel 2003, Microsoft PowerPoint 2003, and Internet and E-mail.

Recommendations

Contact person	Z. S Mrwashu
Occupation	Supervisor
Company	Boxer
Telephone number	0682272473

Contact person	K Mbata
Occupation	Manager
Company	Ihlelo constraction and Projects CC
Telephone number	0682272473

Additional information

Your hobbies	Reading and writing Travelling and love to exercise.
Driver licenses	None
Salary you wish	5500 R per month
How much do you earn now	N/A R per month