



Ayanda Makhaye

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I obtained my National Diploma in Public Administration (Local government) at Durban University of Technology. I am looking for a job where I can do Administration Duties and more because I am an ambitious, hard working individual who wants to gain more skills. I am a team player, I can also work individually, I prioritize my work and I make sure I deliver on time. I am looking for a job that will help me enhance my skills and gain more working experience.

Contacts and general information about me

Day of birth	1999-05-14 (26 years old)
Gender	Male
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 2018.11 iki 2019.02
Company name	KwaZulu-Natal Museum
Occupation	Learners resource center assistant
What you did at this job position?	-Data Capturing, Cashier, assisting learners with (Excel, Word, PowerPoint)

Education

Educational period	nuo 2017.02 iki 2020.01
Degree	Diploma
Educational institution	Durban University of Technology
Educational qualification	Public administration (Local government)
I could work	Administrator, Intergovernmental relations, Data capturing, Administration Clerk, HR, Monitoring and Evaluation

Languages

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

Computer knowledge

I can use Word, Excel and PowerPoint and many other functions that a computer has.