

# Nhlakanipho Phiwayinkosi Majola

Curriculum Vitae (CV)

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

I am a dedicated person, I intend to maintain professionalism within the working environment. I'm fast learner motivated to ensure hard work in achieving the targeted goal. I'm compliant to rules and regulations within the organization.

Through my 1 year and 9 months experience in the public and private sector domain, working in different programmes and projects.

I am currently serving the eThekwini Municipality (Outreach Department) responsible for coordinating (Cooperate Education Programme - CEP). I facilitate the signing on of new graduates recruited for work experience, facilitating Work Integrated Learning where I'm responsible for placement of students who acquire in-service training to complete their qualifications.

Preferred occupation Administrators

Administrative jobs

Operations Clerk Administrative jobs

Filing clerk

Administrative jobs

Data capturers Administrative jobs

Preferred work location Durban City

KwaZulu-Natal

Richards Bay KwaZulu-Natal

North Suburbs KwaZulu-Natal

# Contacts and general information about me

Day of birth 1995-12-29 (29 years old)

Gender Male

Residential location Durban City

KwaZulu-Natal

Telephone number Information is available only for registered users.

<u>Sign in</u>

Email address Information is available only for registered users.

Sign in

Work experience

Working period **nuo 2021.11 iki dabar** 

Company name EThekwini Municipality

You were working at: Administrators

Occupation Project Administrator

What you did at this job position? Administrative work

Working period nuo 2020.09 iki 2021.10

Company name SAB (Pack n Stack)

You were working at: Generals

Occupation Merchandiser

What you did at this job position? Stock up fridge, floor check and stock up, displays, stock

rotation, check price compliance, auditing.

### **Education**

Educational period **nuo 2015.02 iki 2018.11** 

Degree Degree

Educational institution University of Zululand

Educational qualification Bachelor of Arts in Development Studies

I could work in a public or private sector, at outreach

department (project administration, principal clerk, project officer, clerk of works) or any department that work under the

government legislation

Educational period nuo 2009.01 iki 2014.12

Degree Grade 12 / Matric

Educational institution Sibanisakhe High School

Educational qualification National Senior Certificate

I could work General work, Labour, Driving sections

#### Languages

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

#### Computer knowledge

# Outlook

# Microsoft office: **Recommendations**

Microsoft Excel
Contact person
Microsoft Word
Occupation
Nokulunga Sibiya
Project Officer

PowerPoint Company

Company EThekwini Municipal Academy (Outreach)

Telephone number 031 311 3018/031 311 3192

Email address nokulunga.sibiya@durban.gov.za

# **Additional information**

Your hobbies Reading

Jogging Singing

Driver licenses C1 Heavy Vehicle 3,500kg - 16,000kg

Driver license from 2017-02-00 (8 years)

Salary you wish As per the job title grade R per month

How much do you earn now Graded CEWE 3 R per month