

# **Ncamisile Nkabini**

Curriculum Vitae (CV)

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

I am looking for a General worker and I also have a management assistant qualifications.

Preferred occupation Generals

General jobs

Waiters, waitresses Restaurant, bar service jobs

Administrators Administrative jobs

Learnership Other jobs

Preferred work location Empangeni Richards bay

KwaZulu-Natal

# Contacts and general information about me

Day of birth 1990-03-05 (35 years old)

Gender Female

Residential location Empangeni Richards bay

KwaZulu-Natal

Telephone number Information is available only for registered users.

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# **Work experience**

Working period **nuo 2022.01 iki 2022.11** 

Company name Ndabazamanina High School

You were working at: Receptionist
Occupation Administration

What you did at this job position? Data capturing and enrolment and also managing he admin

room

Working period nuo 2018.03 iki 2018.09

Company name Leomate - Prostage cleaner

You were working at: Agents
Occupation Cleaners

What you did at this job position? Cleaning and maintenance

Working period **nuo 2011.06 iki 2017.08** 

Company name Oven gold bakery

You were working at: Kitchen staff

Occupation Baker and packer
What you did at this job position? Baking and packing

#### **Education**

Educational period **nuo 2016.01 iki 2018.11** 

Degree Certificate

Educational institution UMgungundlovu TVET College

Educational qualification Education and development NQF Level 4

I could work As a care taker for ECD Centres as well as the old age home.

Educational period nuo 2019.01 iki 2020.11

Degree Diploma

Educational institution UMgungundlovu TVET College

Educational qualification National diploma in management assistant N4 to N6

I could work As a management assistant, secretary, switchboard operator

and also administrator.

### Languages

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

# Computer knowledge

I have knowledge in Computer, data capturing, internet surfing, typing, printing and photocopying, spreadsheet, PowerPoint and database.

# Recommendations

Contact person Fisokuhle Funlucky Nkosi

Occupation Machanic

Company Zentrafor/ Sicker Transport

Telephone number 0818834334

Email address funlucky1991@gmail.com

Contact person Miss c Mkhize

Occupation Administrator

Company Ndabazamanina High School

Telephone number 0790797655

Email address Masimbonge123@gmail.com

## **Additional information**

Driver licenses None

Salary you wish R6000 R per month
How much do you earn now None R per month