



Chuma Khauleza

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I'm looking for a data capture job, or office admin job. Or any other fields within Governments sector. I have six years experience in Customer Relations. And I am a fast learner who easily adapts to work and to a new environment.

Preferred occupation Government jobs
Government jobs

Contacts and general information about me

Day of birth 1995-07-18 (30 years old)
Gender Female
Residential location Northern Suburbs
Western Cape
Telephone number *Information is available only for registered users.*
[Sign in](#)
Email address *Information is available only for registered users.*
[Sign in](#)

Work experience

Working period **nuo 2022.01 iki dabar**
Company name Rcs
You were working at: Call Centre agent
Occupation Customer Relations
What you did at this job position? Customer service

Education

Educational period **nuo 2015.01 iki 2015.12**
Degree Grade 12 / Matric
Educational institution Scottsdene high school
Educational qualification Grade 12
I could work Any field as I'm a fast learner

Languages

Language	Speaking level	Understanding level	Writing level
----------	----------------	---------------------	---------------

isiZulu	fluent	fluent	fluent
isiXhosa	fluent	fluent	fluent
Afrikaans	good	good	good

Computer knowledge

CRM
Microsoft word
Excel
Powerpoint
Emails
Vision
Adobe

Conferences, seminars

No

Recommendations

Contact person	Lihle Kaleni
Occupation	Manager
Company	Rcs
Telephone number	(062) 576-6081
Email address	kaleniLihle@gmail.com

Additional information

Your hobbies	Reading Cooking Writing
Driver licenses	C1 Heavy Vehicle 3,500kg - 16,000kg
Driver license from	2018-02-00 (7 years)
Salary you wish	R13000 R per month
How much do you earn now	R9500 R per month