



# Nomhle Ziyanda Mkehle

Curriculum Vitae (CV)

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

I do not have a specific job. But due to my experience I enjoy working in a sales environment, because the environment is challenging and allows one to grow. I'm a very bubbly individual and looking for an environment that will allow me to grow and implement my skills. With the 4+ years of experience I have in sales I think I can manage any hard challenge that come my way, and being a calm person who can work under pressure and multi task I think those qualities will help me manage those hard challenges. I work well within a team but can also work independently.

Preferred occupation	Sales representative Sales jobs
Preferred work location	Anywhere in Eastern Cape Eastern Cape

## Contacts and general information about me

Day of birth	1991-06-24 (34 years old)
Gender	Female
Residential location	Queenstown Eastern Cape
Telephone number	Information is available only for registered users. <a href="#">Sign in</a>
Email address	Information is available only for registered users. <a href="#">Sign in</a>

## Work experience

Working period	<b>nuo 2016.02 iki 2019.08</b>
Company name	Pick n Pay
You were working at:	Sales representative
Occupation	Cashier
What you did at this job position?	Ring up customer purchase. Take customer complaints. Make sure that all customers leave the store happy. Make sure all customers get what they came to buy

Working period	<b>nuo 2019.11 iki 2020.11</b>
Company name	SDM (Sell Direct Marketing)
You were working at:	Sales representative
Occupation	Sales Agent
What you did at this job position?	Make outbound calls to clients selling them the company products. Reach daily and monthly targets. Capture customers details in the company data base. Respond to call backs. Respond to clients emails.
Working period	<b>nuo 2021.03 iki 2022.11</b>
Company name	Lampta PS
You were working at:	Government jobs
Occupation	Teacher Assistant
What you did at this job position?	Help teachers in classrooms. Help learners during class learsons. Do learner registers. File schools document. Co ordinate schools nutrition. Make and answer calls

### Education

Educational period	<b>nuo 2009.01 iki 2011.12</b>
Degree	Grade 12 / Matric
Educational institution	Vuli Valley
Educational qualification	Grade 12 Matric
Educational period	<b>nuo 2012.01 iki 2012.11</b>
Degree	Certificate
Educational institution	MSC College
Educational qualification	Certificate

### Languages

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

### Computer knowledge

Word, Excel, PowerPoint, email

### Conferences, seminars

Computer studies at MSC College

### Recommendations

Contact person	Mrs Xazi
Occupation	Principal
Company	Lampta PS
Telephone number	0840496024
Email address	Xazipp@gmail.com

#### **Additional information**

Driver licenses	None
Salary you wish	6500 R per month
How much do you earn now	4500 R per month