



# Sanele Zungu

Curriculum Vitae (CV)

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

I would an admin role job because I have more experience in dealing with clients.

Preferred occupation	<b>Bookkeeper</b> Administrative jobs
	<b>Accountants</b> Finance jobs
	<b>Part time jobs</b> Part time, weekend jobs
	<b>Generals</b> General jobs
Preferred work location	<b>Ermelo</b> Mpumalanga
	<b>Harrismith</b> Free State
	<b>Umtata / Mthatha</b> Eastern Cape

## Contacts and general information about me

Day of birth	1998-01-17 (28 years old)
Gender	Male
Residential location	<b>Midlands</b> KwaZulu-Natal
Telephone number	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>
Email address	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>

## Work experience

Working period	<b>nuo 2021.10 iki 2023.10</b>
Company name	SA Tax Boss Pty Ltd
You were working at:	Accountants
Occupation	Admin accountant
What you did at this job position?	Check clients information and processing they invoices and bank statements.

**Education**

Educational period	<b>nuo 2018.07 iki 2020.12</b>
Degree	Certificate
Educational institution	Majuba TVET College
Educational qualification	Financial Management
I could work	Finance

**Languages**

<b>Language</b>	<b>Speaking level</b>	<b>Understanding level</b>	<b>Writing level</b>
isiZulu	very good	very good	very good
English	very good	very good	very good

**Computer knowledge**

I know Microsoft excel,word and PowerPoint. I have used Sage Pastel and QuickBooks software.

**Recommendations**

Contact person	Abdullah Valli
Occupation	Manager
Company	SA Tax Boss Pty Ltd
Telephone number	084 603 4020
Email address	Sataxboss@outlook.com

**Additional information**

Your hobbies	Car racing
Driver licenses	None
Salary you wish	5000 R per month
How much do you earn now	4000 R per month