



# Clemence Tawanda Chipunza

Curriculum Vitae (CV)

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

Dear Employer/ HR Manager

I am pleased to submit my resume for consideration for a OPPORTUNITIES within your department. I am confident that my skills and knowledge align with the requirements of the position and that I can contribute to the company's success. I am eager to further develop my skills and expertise within the organization and take on new challenges. I am committed to delivering high-quality results and maintaining the standards set by the company. If given the opportunity, I will perform my duties with dedication, perseverance, and loyalty. My goal is to be an integral part of a successful team that contributes to the organization's success, as I believe I can make a meaningful impact. I hope that my application will receive favourable consideration. Thank you for your time and consideration

Yours sincerely,

Clemence Tawanda John Chipunza

083 288 0815

Preferred occupation

Jobs abroad

Jobs abroad

Shop assistants

Retail, store jobs

Search engine marketing

IT, computing jobs

Computer operator

IT, computing jobs

Receptionist

Administrative jobs

Kitchen staff

Kitchen jobs

Administrators

Administrative jobs

Preferred work location

Cape Town

Western Cape

## Contacts and general information about me

Day of birth	1998-01-22 (28 years old)
Gender	Male
Residential location	Western Cape
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 2020.09 iki 2023.02</b>
Company name	Boost Africa foundation
You were working at:	HR intern
Occupation	Volunteer
What you did at this job position?	Assist with administration work

## Education

Educational period	<b>nuo 2011.01 iki 2015.11</b>
Degree	Grade 12 / Matric
Educational institution	Inkwenkwezi Secondary School
Educational qualification	Certificate
I could work	Yes
Educational period	<b>nuo 2018.01 iki 2019.07</b>
Degree	Diploma
Educational institution	West Coast College
Educational qualification	N4-N6 (Diplomatic certificate)
I could work	Yes

## Languages

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

## Computer knowledge

Microsoft word  
 Microsoft PowerPoint presentation  
 Microsoft excel

### Conferences, seminars

Zanokhanyo network (Job readiness

October 2019 - October 2019)

Scalabrini (Workshop Readiness March 2020

- March 2020)

### Recommendations

Contact person	Jurie De Kock
Occupation	Financial Planner and trainer of Zanokhanyo network
Company	Private wealth management
Telephone number	082 436 4597
Email address	Jurie142@gmail.com

Contact person	Mr Thuso Malinga
Occupation	Head of Boost Africa foundation
Company	Boost Africa foundation
Telephone number	0768991574
Email address	thuso@boostafrica.com

### Additional information

Your hobbies	I'm Chelsea fan Real Madrid fan as well I enjoying watching soccer and cricket and play Chess when I'm bored I Love to go out to see nature and play at sea as well Sometimes I love play games on playstation my favorite game is God of war and Call of duty
Driver licenses	None
Salary you wish	R 5000 R per month
How much do you earn now	2300 R per month