



Siphelele Ngcawana

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am very patient; I am a good listener and aim to leave the customer satisfied and be sure to recap their information they provided to be sure nothing is left out and all the customer's concerns are dealt with. Being a fast learner with any system I have used is a plus, to make sure that I handle the customers query and be fast on the system too. Also having good solutions, thinking outside the box can make the conversation go quicker and easier, just knowing the work and explaining to the customer well will make the customer less difficult and also just being compassionate with them. I work well in a team and as good individually too.

The urge to become a successful woman, in my normal day to day job, my own small business that I have and want to make it thrive is what keeps me going, the fact that I want to make a name for myself at a young age and have my own brand is what motivates me. So getting this job would help stay focused and earn a good amount to provide myself with a better future.

Preferred occupation Call Centre agent
Administrative jobs

Preferred work location Cape Town
Western Cape

Contacts and general information about me

Day of birth 1999-09-13 (26 years old)

Gender Female

Residential location Cape Town
Western Cape

Telephone number *Information is available only for registered users.*
[Sign in](#)

Email address *Information is available only for registered users.*
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Work experience

Working period **nuo 2021.06 iki 2023.03**
 Company name Mindpearl
 You were working at: Customer care agent
 Occupation Employed
 What you did at this job position? Booking flights, tickets, meal and seat selections

Working period **nuo 2023.03 iki 2024.02**
 Company name Wns Global Ser Sa Pty Ltd
 You were working at: Call Centre agent
 Occupation Employed
 What you did at this job position? Insurance on homes, cars, motorbikes

Education

Educational period **nuo 2018.02 iki 2022.05**
 Degree Diploma
 Educational institution Cape Peninsula University of Technology
 Educational qualification Public Relations and Communication
 I could work Marketing, Admin, PR practitioner, social media content, etc

Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent

Computer knowledge

Microsoft Office, Adobe, Canva, Microsoft word, excel

Additional information

Driver licenses None
 Salary you wish 15000+ R per month
 How much do you earn now 10000+ R per month