

Lwandile Mlanjana

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am an individual who pursues the most efficient and logical path towards realization of my goals. I am highly motivated, career driven and perform well under pressure. I accept responsibility and always welcome new challenges. I want to expand my horizons and looking for a challenging career opportunity to gain experience as I can in the job market as to equip myself with the necessary skills so that I can further develop as I believe to contribute positively in social, economic, and political arena and to the South African communities.

Preferred occupation Administrators

Administrative jobs

Preferred work location Port Elizabeth

Eastern Cape

Bhisho

Eastern Cape

Cape Town

Western Cape

East London Eastern Cape

Contacts and general information about me

Day of birth 2003-02-16 (22 years old)

Gender Male

Residential location Bhisho

Eastern Cape

Telephone number Information is available only for registered users.

<u>Sign in</u>

Email address Information is available only for registered users.

Sign in

Work experience

Working period nuo 2023.06 iki 2024.12

Company name South African Public Administration Student Association

You were working at: Procurement officer

Occupation Treasurer

What you did at this job position? Organizing goods and services, requesting donations,

managing procurement

Education

Educational period **nuo 2022.02 iki 2024.12**

Degree Degree

Educational institution Nelson Mandela University

Educational qualification Bachelor of Administration

Educational period **nuo 2016.01 iki 2020.12**

Degree Grade 12 / Matric

Educational institution St Matthews Senior Secondary School

Educational qualification Matric

Languages

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

Computer knowledge

I'm Computer literate, as I was using it during my undergraduate studies. I am familiar with Microsoft tools such as Word, Excel, PowerPoint, and outlook

Conferences, seminars

Being an active member of South African Public Administration Student Association at Nelson Mandela University, helped me in attending seminars such as Annual General Meeting that was held at Nelson Mandela uni SRC Chambers on the 18th of October 2023.

Additional information

Your hobbies Reading

Engagement

Stylish

Driver licenses None

Salary you wish 4000-10000 R per month