



Eunice Sambo

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Dear Hiring Manager,

I am writing to express my interest in joining your company. As a dedicated and hardworking individual, I am eager to contribute my skills and experience to your esteemed company. I am currently pursuing a Diploma in Law at UNISA and have gained valuable experience working in the retail industry as a cashier, stock receiver, replenisher, and in housekeeping.

My background in retail has equipped me with strong customer service skills, attention to detail, and the ability to work efficiently in fast-paced environments. Additionally, my academic studies have enhanced my problem-solving abilities and critical thinking skills, which I believe would be beneficial in a dynamic organization like your company.

I am eager to bring my enthusiasm and work ethic to your team and would welcome the opportunity to discuss how my skills align with the needs of your company. Please find my resume attached for your consideration. I am available for an interview at your convenience and look forward to the possibility of contributing to your company.

Thank you for your time and consideration. I look forward to your positive response.

Sincerely,

Eunice sambo

Preferred occupation

Generals
General jobs

Receptionists
Hotel jobs

Miners
Mining jobs

Manufacturing jobs
Manufacturing jobs

Waiters, waitresses
Restaurant, bar service jobs

Preferred work location

Anywhere
Gauteng

Contacts and general information about me

Day of birth

1995-05-23 (30 years old)

Gender	Female
Residential location	Johannesburg Gauteng
Telephone number	<i>Information is available only for registered users.</i> Sign in
Email address	<i>Information is available only for registered users.</i> Sign in

Work experience

Working period	nuo 2016.02 iki 2017.03
Company name	Spur Tembisa Savemoor
You were working at:	Waiters, waitresses
Occupation	Tembisa
What you did at this job position?	Operated point-of-sale (POS) systems efficiently, managing various forms of payments Delivered outstanding customer service in a high-volume restaurant setting Resolved customer queries and complaints with professionalism Maintained cleanliness and order at the cashier station Assisted team members to ensure smooth restaurant operations during busy periods
Working period	nuo 2018.03 iki 2021.10
Company name	Nimble Group
You were working at:	Debt collector
Occupation	Sandton
What you did at this job position?	Contacted clients to negotiate payment arrangements Updated customer records accurately Adhered to compliance regulations in all customer interactions
Working period	nuo 2021.12 iki 2022.07
Company name	MTN SA
You were working at:	Customer care agent
Occupation	Johannesburg
What you did at this job position?	Assisted customers with product and service queries Logged and resolved service complaints Provided technical support and promoted new offers
Working period	nuo 2022.10 iki 2025.04
Company name	Jet retail store
You were working at:	Dispatchers
Occupation	Tembisa
What you did at this job position?	Managed cash register operations and customer transactions Received, unpacked, and recorded stock deliveries Replenished shelves and maintained stock levels Maintained store cleanliness and assisted with merchandising

Education

Educational period	nuo 2023.02 iki 2025.07
Degree	Diploma
Educational institution	University of South Africa
Educational qualification	Law
I could work	Legal Assistant (entry-level) Office Administrator Legal Receptionist Data Capturer Filing Clerk Compliance Assistant
Educational period	nuo 2018.02 iki 2021.12
Degree	Certificate
Educational institution	University of South Africa
Educational qualification	Law
I could work	Legal Assistant (entry-level) Office Administrator Legal Receptionist Data Capturer Filing Clerk Compliance Assistant
Educational period	nuo 2011.01 iki 2015.12
Educational institution	Sizwe secondary school
Educational qualification	Matric
I could work	General worker

Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent
isiZulu	fluent	fluent	fluent
Sepedi	fluent	fluent	fluent
Xitsonga	fluent	fluent	fluent
Tshivenda	fluent	fluent	fluent

Computer knowledge

Proficient in Microsoft Office Suite (Word, Excel, Outlook, PowerPoint)

Basic knowledge of legal research tools and online databases

Experienced in using point-of-sale (POS) systems

Comfortable with email communication and internet navigation

Typing speed:

Ability to learn new software and systems quickly

Conferences, seminars

Legal Career Development Webinar – UNISA, Online – March 2024
 Focused on career paths in the legal field and practical skills for law students

Customer Service Excellence Workshop – MTN SA – August 2023
 Training on handling difficult customers, communication skills, and service standards

Workplace Ethics & Compliance Training – Nimble Group – May 2022
 Covered ethical debt collection practices and compliance with legal regulations

Recommendations

Contact person	Phillip Shivambu
Occupation	Store manager
Company	Spur Tembisa Savemoor
Telephone number	0788293683

Contact person	Lucky mkhuba
Occupation	Manager
Company	MTN SA
Telephone number	0718181403

Contact person	Sibongile Sambo
Occupation	Store manager
Company	Jet retail store
Telephone number	0624530403

Additional information

Your hobbies	Reading legal and motivational books Attending educational webinars and online courses Volunteering in community outreach programs Listening to podcasts on law, self-development, and business Exploring customer service trends and retail innovations Walking and light fitness for relaxation and focus
Driver licenses	None
Salary you wish	10000 R per month
How much do you earn now	0.00 R per month