



# Nondumiso Carol Ndlovu

Curriculum Vitae (CV)

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

I am a highly motivated individual, passionate and always willing to learn new things, I've got a great personality and get along with everybody anytime, high working and communication skills. Professional attitude at all times.

Works miraculously alone and co-operatively with a group.

Preferred occupation

Secretaries

Administrative jobs

Telemarketers

Sales jobs

Administrators

Administrative jobs

Bartenders

Restaurant, bar service jobs

## Contacts and general information about me

Day of birth

1996-05-20 (29 years old)

Gender

Male

Residential location

Durban City

KwaZulu-Natal

Telephone number

*Information is available only for registered users.*

[Sign in](#)

Email address

*Information is available only for registered users.*

[Sign in](#)

## Work experience

Working period

**nuo 2014.02 iki 2015.01**

Company name

Tholukuhle Sundecks

You were working at:

Administrators

Occupation

office administrator

What you did at this job position?

assist in managing admistratal work at the office

Working period **nuo 2012.01 iki 2014.01**  
 Company name The creative company  
 You were working at: Part time jobs  
 Occupation Promoter  
 What you did at this job position? promote for several campaigns

Working period **nuo 2015.01 iki 2015.08**  
 Company name Truworths clothing  
 You were working at: Shop assistants  
 Occupation customer service  
 What you did at this job position? helped customers with their needs in store.

Working period **nuo 2015.01 iki 2015.08**  
 Company name Elizabeth Arden  
 You were working at: Massage therapists  
 Occupation Beautician  
 What you did at this job position? Beautify customers with Elizabeth Arden's products

Working period **nuo 2015.08 iki 2016.03**  
 Company name Umhlanga Medisport pharmacy  
 You were working at: Shop assistants  
 Occupation Pharmacist assistance  
 What you did at this job position? Assist pharmacist with handling customers with their medical needs.

### Education

Educational period **nuo 2013.01 iki 2013.12**  
 Degree Grade 12 / Matric  
 Educational institution Clairwood Secondary school  
 Educational qualification Matrix certificate

### Languages

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

### Computer knowledge

Microsoft Windows office and Microsoft office,

**Recommendations**

|                  |                     |
|------------------|---------------------|
| Contact person   | Philani Mkhabela    |
| Occupation       | Bartender           |
| Company          | Manhattan bar       |
| Telephone number | 0719331206          |
| Contact person   | Prosper             |
| Occupation       | mananger            |
| Company          | Medisport pharmacy  |
| Telephone number | 0783004533          |
| Contact person   | Priya               |
| Occupation       | counter mananger    |
| Company          | Elizabeth Arden     |
| Telephone number | 0723456155          |
| Contact person   | Liliza Mhlongo      |
| Occupation       | company co owner    |
| Company          | Tholokuhle Sundecks |
| Telephone number | 0834424620          |

**Additional information**

|                          |   |
|--------------------------|---|
| Your hobbies             | Reading novels, watching telenovelas, playing netball |
| Driver licenses          | C1 Heavy Vehicle 3,500kg - 16,000kg                   |
| Driver license from      | 2016-05-00 (9 years)                                  |
| Salary you wish          | R5000 R per month                                     |
| How much do you earn now | R4800 R per month                                     |