



# Yolanda Jijana

Curriculum Vitae (CV)

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

Sale rep or agent, finance administrator

Positive points: I am good at persuading someone, good communicator, able to deal with difficult clients or customers, I am good at compiling source documents of an organisation, I am passionate of my expertise, able to work under pressure

Preferred occupation	Agents
	Sales jobs
	Accountants
	Finance jobs
Preferred work location	East London
	Eastern Cape
	Johannesburg
	Gauteng

## Contacts and general information about me

Day of birth	1996-03-13 (29 years old)
Gender	Female
Residential location	Umtata / Mthatha Eastern 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 2016.07 iki 2016.12</b>
Company name	Nkwazini Co- operative
You were working at:	Accountants
Occupation	Bookkeeper
What you did at this job position?	Compiling source documents( cash flows); audit accounts of an organisation

Working period	<b>nuo 2017.02 iki 2017.09</b>
Company name	Restless Development
You were working at:	Other jobs
Occupation	VPE
What you did at this job position?	Peer educator; informing young people about their career choices, bring awareness about gender based violence, their sexual rights and about entrepreneurship

### Education

Educational period	<b>nuo 2015.01 iki 2016.06</b>
Degree	Diploma
Educational institution	ESAYIDI TVET College
Educational qualification	Financial Management and Business Studies
I could work	Bank teller, Sales rep. NGOs and Entrepreneur

### Languages

Language	Speaking level	Understanding level	Writing level
isiXhosa	fluent	fluent	fluent
English	good	good	good

### Computer knowledge

Ms Word  
Ms Excell  
CFS

### Conferences, seminars

None

### Recommendations

Contact person	Nkululeko Rapiya
Occupation	Manager
Company	Nkwazini Co- operative
Telephone number	0787326071

### Additional information

Your hobbies	Engaging with young people listening to their challenges, exploring new adventures, listening to music
Driver licenses	None
Salary you wish	10 000 R per month
How much do you earn now	1150 R per month