



# Zizipho Nogaya

Curriculum Vitae (CV)

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

### Skills:

Excellent written and verbal communication skills

- Computer Literacy (Ms Word; Ms Excel; PowerPoint)
- Managerial skills
- Teamwork
- Problem solving skills
- Innovate
- Organizational skills

### Positive Points:

- Working individually and as a team
- Organizing and supervising staff
- Innovate problem solving abilities
- Customer service
- Hiring new people
- Motivating employees
- Reporting and overseeing the main aspects of the business.

Preferred occupation	Administrators Administrative jobs
Preferred work location	Umtata / Mthatha Eastern Cape

## Contacts and general information about me

Day of birth	1996-03-04 (29 years old)
Gender	Female
Residential location	Umtata / Mthatha Eastern Cape
Telephone number	Information is available only for registered users. <a href="#">Sign in</a>
Email address	Information is available only for registered users. <a href="#">Sign in</a>

**Work experience**

Working period	<b>nuo 2015.11 iki 2018.12</b>
Company name	Imvomvo Country Lodge
You were working at:	Hotel managers
Occupation	Manager
What you did at this job position?	RESPONSIBILITIES: - Working individually and as a team - Organizing and supervising staff - Innovate problem solving abilities - Customer service - Hiring new people - Motivating employees - Reporting and overseeing the main aspects of the business.

**Education**

Educational period	<b>nuo 2015.01 iki 2015.11</b>
Degree	Certificate
Educational institution	Management College of Southern Africa (MANCOSA)
Educational qualification	Higher Certificate in Business Management
I could work	Supervisor

Educational period	<b>nuo 2016.01 iki 2018.11</b>
Degree	Degree
Educational institution	Management College of Southern Africa
Educational qualification	Bachelor in Business Administration
I could work	Management/Supervisor

**Languages**

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

**Computer knowledge**

Computer Literacy (Ms Word; Ms Excel; PowerPoint)

**Recommendations**

Contact person	0832515657
Occupation	Manager
Company	Imvomvo Country Lodge
Telephone number	0839846589
Email address	imvomvocountrylodge@yahoo.vom

**Additional information**

Your hobbies	Reading Netball Gym Cooking and baking
Driver licenses	C1 Heavy Vehicle 3,500kg - 16,000kg
Driver license from	2016-01-00 (10 years)
Salary you wish	15000 R per month
How much do you earn now	12000 R per month