

FUNDISWA MPAFA

96 WATERCREST STREET MITCHELLS PLAIN 7785
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Objective

I am looking for a challenging job with a rapidly growing organization that can provide me with a range of goals and job objectives within a contemporary and economical business setting.

Personal Details

- Nationality : South African
- Gender : Female
- Home Language : IsiXhosa
- Other Language : English

Education

- **College of Cape Town** 2019
N4,N5 Management Assistant
- **Cwecweni Senior Secondary School** 2013
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Additional Information

Name of the organization: St Francis-Radical Learning
Programme: Information and Communication Technology
Programme outline: Introduction to ICT, Ms word,excell,powerpoint,email and internet
Period: 2015

Skills

- Communication skill(written and verbal), computer skill(MS word, powerpoint, excellent and outlook), time management skill, problem-solving skill, interpersonal skill and analytical thinking.

Experience

- **Amathuba-Collective** 01 January 2022 - 30 December 2022
Call center
 - Handling inbound and outbound calls
 - Supporting interns psychosocially and escalating their mental issues to the youth counselor
 - Collection of register
 - Campaign researcherContact ended
- **Medipost Phamarcy** December 2021 -
Picker
 - Picking medication tooth's patient's name
 - Inserting labels into foldersSeasonal job

- **USABCO**
Warehouse Packer
 - Inserting bar codes and labels
 - Machine operator
 - PackingSeasonal job

Reference

- **Inga Malgas - Amathuba-Collective**
Team Leader
0214931987/0747014907
- **Mr Nathan - Medipost Pharmacy**
Sueprvisor
0215563990/0719988033
- **Anni - USABCO**
Site Manager
0217124502