

CURRICULUM VITAE OF NOZIPHO

PERSONAL DETAILS :

Title : Miss

First Name : Nozipho Julile

Last Name : Hadebe

Gender : Female

Identity Number : 9803190448082

Date of Birth : 19/03/1998

Nationality : South African

Home Language : IsiZulu

Marital Status : Single

Residential Address : Ephangweni Mission
P.O Box 1632
Escourt
3310

Contact Number : 082 946 0674

Email Address : noziphوجليلة39@gmail.com

SECONDARY EDUCATION

Last School Attended : Amahlubi Secondary School

Matriculation Year : 2017

National Senior Certificate

TERTIARY EDUCATION

Institution : Boston City Campus

Qualification : Computer Technician BSLP

Currently Studying : Networking Technician

WORK EXPERIENCE

Institution : Youth Employment Service (YES) South Africa (Amahlubi
Secondary School)

Position : Administration and Computer Assistant

Duration of Service : 1 year

Responsibilities : Responsible for all the administrative work and all the computer system

Institution : Kwazamokuhle Special School

Position : Housemother

Duration of Service : 5 months

Responsibilities : Responsible for the supervision of the general housekeeping of the boarding house

TRANSFERABLE SKILLS

- Excellent in computer skills and handling of any form of administration responsibilities
- Outstanding creative thinking and problem-solving abilities
- MS-Office: Word, Excel, PowerPoint, Access
- Social Perceptiveness being aware of other's reaction and understanding

REFERENCES

Name : Mr P.S Dlamini

Relationship : Supervisor

Contact Number(s) : 083 360 2128/ 079 955 8157

Name : Mr S Nxumalo

Relationship : Student Advisor

Contact Number : 073 953 8309

Name : Miss N Mazibuko

Relationship : Colleague

Contact Number : 084 024 5108