
AKHONA KHUZWAYO

ICT AND BUSINESS ANALYSIS STUDENT

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PROFESSIONAL SUMMARY

Final-year ICT (Business Analysis) student and Certified Software Developer (FNB) with a diverse background spanning technical innovation and retail. I offer a unique combination of technical coding logic, high-pressure interpersonal skills developed at Cotton On, and professional documentation expertise gained through running my own CV writing service. I am currently focused on leveraging these multi-disciplinary skills to streamline business workflows and deliver high-quality, professional solutions.

EDUCATION

- **Durban University of Technology** 2023 - 2026
Diploma in ICT: Business Analysis
- **FNB Academy** 2025
Software Development Certification
- **Sacred Heart Secondary School** 2022
NSC Matric Certificate

PROFESSIONAL EXPERIENCE

Cotton On Casual Sales Assistant

Nov 2025 - Jan 2026

- Delivered high-quality customer service in a fast-paced retail environment.
- Managed stock, processed transactions, and met daily sales targets

CV Writing Services

Freelance - 2025

- Apply Business Analysis techniques to extract and document client career achievements.
- Optimize resumes for ATS and professional branding.
- Managed a client base of 50 peers, resulting in improved interview rates.

Business Analysis & Development Projects

Student Projects - DUT - 2024

- Collaborated in teams to analyse business operations and propose different solutions
- Developed and tested web-based applications for clients using C#, CSS & Javascript

SKILLS

- ✓ MS Office Suite
 - ✓ Information Systems and Database
 - ✓ Business Process Modelling
 - ✓ Computer Systems and Applications
 - ✓ Communication & Teamwork
 - ✓ HTML/ CSS, C#, JavaScript
 - ✓ Customer Service Excellence
 - ✓ Documentation & Reporting
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