
AKHONA KHUZWAYO

ICT AND BUSINESS ANALYSIS STUDENT

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63 Risegate Dr.
Southgate. Phoenix

PROFESSIONAL SUMMARY

EDUCATION

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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.

Durban University of Technology

Diploma in ICT: Business Analysis

• **FNB Academy**

2025

Software Development Certification

• **Sacred Heart Secondary School**

2022

2023 - 2026

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

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

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