

AKHONA KHUZWAYO

ICT AND BUSINESS ANALYSIS STUDENT

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Southgate. Phoenix

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

- | | |
|-----------------------------------------------------------------------|-----------------------------------------------------------------|
| <input checked="" type="checkbox"/> MS Office Suite | <input checked="" type="checkbox"/> Communication & Teamwork |
| <input checked="" type="checkbox"/> Information Systems and Database | <input checked="" type="checkbox"/> HTML/ CSS, C#, JavaScript |
| <input checked="" type="checkbox"/> Business Process Modelling | <input checked="" type="checkbox"/> Customer Service Excellence |
| <input checked="" type="checkbox"/> Computer Systems and Applications | <input checked="" type="checkbox"/> Documentation & Reporting |