

**CURRICULUM VITAE OF
PEARL NOKUKHANYA NDLOVU**

Ndlovupearl0@gmail.com

0697971553

PERSONAL DETAILS

Name : Pearl Nokukhanya

Surname : Ndlovu

Gender : Female

Nationality : South African

Race : African

Identity Number : 961109 0410 080

Residential Address : 3a Ngaba Ngaba

Litha Park

Khayelitsha

Cape Town

8001

Languages : IsiZulu, IsiXhosa, English

Marital Status : Single

Health : Excellent

Criminal Record : None

SECONDARY EDUCATION

High School : Ogwini Comprehensive Technical High School

Year Obtained : 2013

Subjects : IsiZulu, English, Afrikaans, Economics, Business Studies, Tourism,
Mathematics, Accounting

TERTIARY EDUCATION

Name of Institution : UNISA
Year Obtained : 2014
Qualification : Abet Certificate
Modules : Planning and Administration
Developing Academic Skills
Contextual Studies

Name of Institution : Lamontville Education Center
Year Obtained : 2017
Qualification : Certificate
Modules : Introduction to Computers
Microsoft Office Word
Microsoft Office Power Point
Microsoft Office Excel
Microsoft Office Access
Microsoft Office Outlook
Internet Explorer

WORK EXPERIENCE

Name of Company : Velocity
Period : 1 Year
Position : Sales
Contact Person : David Burger (083 633 5780)

Name of Company : Multinational Lung Cancer Control Program
Period : 1 Year
Position : Cancer Registration, Data Abstraction, Conducting Questionnaires

Contact Person : Nothando Mbeje (078 234 6206)

POSITIVE ATTRIBUTES

- Observant.
- Competent.
- Calm disposition.
- Good analytical ability.
- Excellent time management.
- Good verbal and written communication skills.
- Able to handle work pressure with relative ease.
- Able to work independently as well as in a diverse team.
- Prepared to work extended hours, shift, weekends and holidays.
- Prepared to render auxiliary services to supervisory and professional personnel to ensure all tasks to which I am assigned is provided effectively.