

LUBABALO SIHAWU

PROFILE

Motivated IT professional with a National Diploma in IT Management and hands-on experience in office administration and technical support. Proficient in providing first-line ICT support, including desktop and printer troubleshooting, data entry, and user assistance. Eager to leverage technical skills in LAN support and desktop support roles while contributing to team success.

CONTACT

ADDRESS:

Bhongweni A/A
Butterworth town,
4960

PHONE NUMBER:

0730513689

LINKEDIN:

www.linkedin.com/in/lubabalo-sihawu-64604b2a2/

EMAIL:

Lubabalosihawu@hotmail.com

LANGUAGES

English

IsiXhosa

IsiZulu

OTHER

DRIVERS LICENSE:

Code 10 (C1),
Professional Driving Permit (PDP) with
experience behind the wheel of vehicles.

WORK EXPERIENCE

Admin Manager

Lusikisiki Convenience Center

2019–2022

Provided first-line support and routine maintenance for desktop computers and printers, minimizing downtime. Render data entry and processing of supplier invoices to enhance operational efficiency in the back office. Implemented security measures during business openings and closings, ensuring safety for staff and customers.

Internet Café attendant

Digital Solutions

2023–2024

Responsible for helping customers with the use of computers, applications, programmes and Internet usage, including responding to those who encounter error messages while accessing websites, emailing, downloading content, and using messenger services. Assisted in troubleshooting and resolving LAN connectivity issues, enhancing networks for better user experience.

EDUCATION

Rosebank College | 2016 - 2018

Information Technology Management (NQF 6)

Butterworth High School | 2012 - 2014

Matric Certificate

KEY SKILLS AND CHARACTERISTICS

- Technical Support and Maintenance
- Desktop and Printer Troubleshooting
- Collaboration and poised under pressure
- LAN Support
- Strong Communication Skills
- Type data entry and processing
- Web Development: HTML, CSS, and Basic JavaScript.

REFERENCES

Vusi Ncisana | Lusikisiki Convenience *Manager*

083 371 0312

Nokuthula Cetywayo | Lusikisiki convenience center *Supervisor*

0633824470

Aphiwe Yekani | Digital Solutions *Desktop support*

0837169490