

CURRICULUM VITAE OF Joel Kenneth Williams

59 Discovery Avenue, Maitland Garden Village

joelwilliams742@gmail.com

Contact number: 062 771 3590

Personal Details :

ID Number:	0208115067083
Gender:	Male
Nationality:	South African
Race:	Coloured
Languages:	English and Afrikaans
Marital Status:	Single
Dependants:	None
Health:	Excellent
Religion:	Christian

Educational Background :

Primary School :	Pinelands Primary School (2007 - 2015)
High School :	Pinelands High School (2015 - 2020)
Highest Standard Passed :	Matric (Grade 12)

Subjects :

- English
- Engineering Graphics and Design
- Afrikaans
- Computer Application Technology
- Maths
- Physical Science
- LO

Achievements & Sports involvement :

- 2015 – 2016 - Team Captain U13 Soccer (Garden Village AFC)
- 2010 – 2017 Cricket (Pinelands Primary and Pinelands High School)
- 2014 – 2021 Soccer (Garden Village AFC)

Hobbies and Interests :

- Drawing
- Rugby
- IT
- Soccer
- Gaming

Abilities :

Excellent organization skills. Completes tasks effectively and efficiently in order to achieve the desired outcome. Punctual when completing tasks and ensuring they are completed to the best of my ability.

Work Experience :

NMC

Responsibilities: Clearing and preparation of files for liquidators
Duration: 2019

Zone Fitness

Responsibilities: Login and register members
Answer telephones to deal with clients/enquiries
Meet and greet members at the front desk
Assisted with equipment setting up for members
Did personal training procedures

Duration: 2019

Department of Cultural Affairs and Sport (Internal Control)

Responsibilities: Post Auditing
 Scanning of payment batches
 Receiving and storing of payment batches
 Minutes of meetings
 Delivering of payment batches

Duration: 1 April 2022 - 31 March 2023

References :

Mrs Nicole Masuriek - nicmasuriek@pphs.org.za : Grade Head ,Pinelands High

Mr Van De Westhuizen - wvanderwesthuizen@phs.org.za : Class Tutor

Jodie - 021 685 5588 : Zonefitness Interviewer