

LINDOKUHLE NGWENYA

82 TUNNY STREET, GROENEWEIDE, BOKSBURG, 1459

0685102557

ngwenya.ozzy@gmail.com

April 2022 - August 2022

Control room operator at Phadima Security. Boksburg, Gauteng.

Answer calls with security related queries. Monitor the signals on the installed alarm systems and report any irregularities to security and the police. Inform the client of my actions after reporting for any irregularities. Write notes on all the actions taken along with the feedback from the client, security response team and the police. Call all clients with unarmed premises, to ensure the area is left armed when they close.

- Reported a client's panic signal to security in time, to stop an attempted robbery.
- Reported all signal activations to security within 2 minutes.
- Assisted my co-workers by calling the clients and police while they call security.

December 2021 - March 2022

Field Technician at an internet cafe, Africonnect cafe. Vosloorus, Gauteng.

Converting electronic documents into paper, and paper into electronic documents. Using Microsoft office to format documents. Help clients to apply for school and job applications. Use Google to help clients with their research needs.

- Successfully created 50+ CVs for clients.
 - Taught interns how to use Microsoft office to format documents
 - Adequately fulfilled all the clients' needs without complaints.
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October 2022

The Ultimate 2022 Full stack Web Developer, Udemy.

Specialise in Html, CSS, JavaScript (jQuery, react.js), Bootstrap5, MySQL, Git & GitHub, Python, Wagtail and Django.