



Contact

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Skills



GITHUB

https://github.com/sheilakobue

ONLINE RESUME

127.0.0.1:15500/Resume/SHEKOB881_bcl2302_Naeem_SheilaKobue_ITW9/index.html

OBJECTIVE

I am an enthusiastic, self-motivated, reliable, responsible and hard working person. I am a mature team worker and adaptable to all challenging situations. I am able to work well both in a team environment as well as using own initiative. I am able to work well under pressure and adhere to strict deadlines.

EXPERIENCE

Edcon Call Centre	01/04/2009
Call Centre Agent	-
Customer service, collection, inbound and outbound new accounts,	30/02/201
capturing customer's information on Devox	

Mailing Electrical and Civil Construction 01/07/201:
Office Administrator -

12/04/202

Office work: paper work, phone calls, filling, attending meetings, attend workshops, reasech, safety file updates, tender applications, finance: invoices, quotations, payroll

Statistic South Africa 27/12/202

Field Operation Officer (F00)

Coordinate and supervise the work assigned yo Fieldworkers and Field

Coordinate and supervise the work assigned yo Fieldworkers and Field 30/07/202.'
Supervisors

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EDUCATION

Sterkrevier Combined School 2005

English, sepedi, Afrikaans, Mathematics, Physical Science, Biology, History Grade 12

Central Johannesburg College (CJC) 2009

Civil Engineering

N1-N6

Code-Space Academy & Bafokeng CodeLabJanuarySoftware Development Course2023-

SOFT SKILLS

November
2023

Attention to details

Time management & Well organized

Problem solving

Creativity

Team player