

From Eswatin

# SITHANDO **PHEPHILE** ZWANE

HOSPITALITY, MANAGEMENT, MARKETING & CUSTOMER SERVICE OFFICER

#### CONTACTS



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P. O. Box 49 Siteki, Zulwini, Eswatini

#### **ABOUT ME**



A highly motivated, goal-driven, and assertive woman with organizational and responsible traits that enable an ability to work with professionalism and diligence at all times. 4+ years of experience working with MTN Eswatini and I am looking for an opportunity to grow professionally and sharpen my skills in marketing and sales, public relations, and customer care in the organization.

#### SKILLS



**Customer Services Skills** 

Digital Marketing Skills

Computer Skills

Data Analysis Skills

Critical thinking and problem solving skills

Ability to Multitask

Effective Time Management skills

Ability to Work in a Team

Strong Communication Skills

# REFERENCES



# **VELI CHESTER**

MTN Eswatini - Supervisor

Phone Number (+268) 7606 0286 Email velichester@mtn.com

# MS. THEMBEKA MAGAGULA

MTN Eswatini

Phone Number (+268) 7606 0948 Email thembekagagula@mtn.com

# SIBONGILE ZONDI

NDZ

Phone Number (+268) 7604 1587 Email Sibongilezondo@ndzacorporate.co.sz

#### **WORK EXPERIENCE**



#### MAR 2019

# Back Office Consultant | Zulwini

**PRESENT** 

**MTN ESWATINI** 

- · Resolved escalated issues from the floor.
- · Logged tickets and resolved customer queries on Whatsapp, SMS1010, and feedback.
- · Compiled periodical reports for management.
- · Performed the IVR test, \*922#, and reporting.

#### MAR 2017

#### **CUSTOMER SERVICE CONSULTANT**

FEB 2019

MTN Eswatin | Zulwini

- · Generated customer interest in the services or products offered by the company.
- · Ensured feedback from the customer to further improve customer services.
- · Attended incoming calls, responded to customer questions, and resolved customer complaints.
- · Identified and reported escalated issues to supervisors, the back office team, mobile money/VTU Cluster, networking team, and other departments.

#### **EDUCATION**



# **ADVANCED DIPLOMA IN MANAGEMENT**

Regent Business school | Manzini

2016

# ASSOCIATE DEGREE IN HOTEL MANAGEMENT

Limkokwing University of Creative Technology - Eswatini | Mbabane

# LANGUAGES



Siswati

**English** 



# INTERNSHIP

FEB 2016

MAY 2016

# **INTERN**

Swaziland National Trust Commission | Lobamba

Used telephone and verified reservations and responded to consumer questions and requests.

Received visitors, and guests and outlined the services provided.

Assisted with Eswatini cultural and historical knowledge for guests

(tour guiding).

Completed guests reservation sheets, visitor registration forms, and cash-up slips.

# PERSONAL DETAILS



**Nationality** Liswati

Date of birth 10 Dec 1991