



Bantubahle Matyila

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🏠 Unit 102 Blandford Court
111 Blandford Road
Northriding, Johannesburg
Gauteng

I am a dynamic thinker with an eye for detail. I'll dedicate time, effort and hard work into adding value within an organization. I am a fast learner with a solution-based approach who works harmoniously within a team and collaborative environment.

Education

Damelin Correspondence College

Diploma in Information Technology
2018 - 2022

- Programming
- Information Systems
- Networks
- Documentation Analysis and Design
- Web Development
- Advance PC skills

Breidbach Senior Secondary

2013 - 2016

- Matric certificate with distinction in Life Orientation

Work experience

Voxtelecoms - Sales Specialist

June 2022 - December 2022

- Sales Reports
- Building rapport
- Documentation
- Cold calling

Leadership positions

High School Prefect

Breidbach Senior Secondary
2016

- Serving the needs of educators to ensure an easy way to manage pupils e.g. making sure all pupils are back in class after assemblies and recess.
- Helping students engage in activities such as sports days and fun walks.

SRC Member and Event Organizer

Damelin Correspondence College
2018 - 2019

- Helping students with their needs around campus i.e. registering for their classes.
- Planning and organizing social events i.e. the Annual Mr and Miss Damelin.

Skills and Abilities

- Microsoft Office
- Proficiency in Software Systems
- Problem Solving Skills
- Excellent communication Skills
- Responsive Web Design
- JavaScript
- HTML
- CSS