**CURRICULUM VITAE**

**OF**

**SIBUSISIWE AYANDA ZWANE**

**PERSONAL DETAILS**

Surname : Zwane

First name(s) : Sibusisiwe Ayanda

Identity Document : 870928 0376 086

Date of birth : 28 September 1987

Gender : Female

Address : 2 Hilary Street

Gilview

Johannesburg

2901

Contact numbers : 0782826328

0794685593

Email Address : [sibusisiwe.zwane@gmail.com](mailto:sibusisiwe.zwane@gmail.com)

Home language : IsiZulu

Other Language : English

Marital Status : Single

State of Health : Good

Nationality : South African

**QUALIFICATIONS:**

**SECONDARY EDUCATION**

Secondary School Attended : Windsor Secondary

Highest Grade Passed : Grade 12

Year : 2004

Subjects Passed ` : English, Afrikaans, Accounting, Mathematics, Physical Science, Computer Studies

**TERTIARY EDUCATION**

Institution of study : Mangosuthu University of Technology

Course : National Diploma: Finance and Accounting :( public) \_Pending

Duration : 3 Years

**ACHIEVEMENT AND WORK EXPERIENCE**

**1** Current Employer : Standard Bank Loan centre

Position : Sales Consultant

Engagement Date : 28-10-2011 till to date

Current salary : R4000 (basic) + commission

**Duties**

* Achieve sales targets
* Provide effective and efficient customer service
* Ensure that credit requirements are applied
* Adhere to applicable legislation
* Ensure that customer details are captured correctly on a system or manually
* Ensure that reports are provided to the Team Leader on time
* Cross-selling all other products that are available within the loan centre <loans, funeral plans and investments accounts
* Opening and closing of the Branch
* Second in charge of the staff and the branch in the absence of the Team Leader.

**2**. Administrative Assistant :( Metric Marking Center 2010)

**3.** Pick n Pay ‘smart-card’ Promotion : Brand Ambassador (part time 2011)

**REFERENCES**

Ms. PT Matshoba (Marking Center Manager) : (034) 219 2116 / 083 950 4197

Ms. Glenice Xulu (Pick n Pay\_ Money Transfer manager) : 072 805 4222

Ms. Senzi Mchunu (Team Leader Standard Bank) :( 036) 631 2002/0765339173