CURRICULUM VITAE

Morne Norman Lincoln

**PERSONAL INFORMATION**

SURNAME: Lincoln

NAME: Morne Norman

ADRESS: 3 Brunhilde Street

Loumar

Bellville

7530

DATE OF BIRTH: 1989/11/09

IDENTIDY NUMBER: 8911095207080

GENDER: Male

MARITAL STATUS: Single

NATIONALITY: South African

RELIGION: Christian

HOME LANGUAGE: Afrikaans

OTHER LANGUAGE: English

HEALTH: Excellent

DISABILITIES: None

DRIVERS LICENSE: Code 08

**CONTACT NUMBERS:**  (021) 948 8601

079 246 4493

**SECONDARY EDUCATION**

Bellville High: 2003 – 2007

Highest Grade past: Grade 12(2007)

Subjects:

Afrikaans First Language HG

English Second Language HG

Mathematics SG

Computer Typing SG

Accounting SG

Business Economics SG

**COMPLETED EDUCATION**

Cape Peninsula University of Technology

Course: National Diploma Management

**First Year** (2009) subjects passed

Administrative Management 1

Communication: Business Admin. 1

Economics 1

End User Computing 1

Financial Accounting 1

Management 1

**Second Year** (2010) subjects passed

Financial Management 2

Marketing 1

Mercantile LAW 1

Management 2

Personal Selling 1

**Third year** (2011) subjects passed

Financial Management 3

Management 3

Cape Peninsula University of Technology

Course: B-Tech Management

**Fourth Year** (2012) subjects passed:

Management 4

Financial Management 4

Administrative Management 3

Research Methodology 4

Completion date: 23rd of November 2012

Graduation: April 2013

**WORK EXPERIENCE:**

**Company:** Metropolitan Employee Benefits

Department: Finance

Duties: Data capture while being able to work under pressure for most of my working period, as we worked towards specific deadlines. Worked on easy tax programs where the producing and reproducing of IRP 5’s was done.

Period: August (2008) – January (2009)

Reason for leaving: Started Studying

**Company:** Metropolitan Employee Benefits

Department: Staff funds

Duties: Working on Financial year end reviews, doing corrections.

Period: June (2010) – July (2010)

Reason for leaving: Started second semester for 2010

**Company:** Brand rocks Group

Duties: In store promotions

Period: December (2010) – June (2012).

**Company:** Best Home and Electric furniture store

Duties: 3 months internship part of studies. Doing Debt collection, working as sales advisor and trainee manager was my main focus.

Period: April (2011) – June (2011)

**References:**

Mrs Teresa Bender

Metropolitan Employee benefits

Head of Finance

Tel: 021 940 5684

Mr Gareth van Niekerk

Project Manager

Brands rocks Group

Tel: 021 423 9001

Mrs Sadia Ely

Regional Accounts Manager

Best Home and Electric

Tel: 021 906 6182