

Nozipho Mayila

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CURRICULUM VITAE

PROFILE

Attentive, compassionate and results-oriented individual. Excellent communication skills both spoken and written. Ability to anticipate and diagnose problems and deal with them in an emotional intelligent manner when they arise.

WORK EXPERIENCE

2021 - 2022

ND Marketing

Sales Consultant

- Recommending products.
- Opening accounts for Edgars and other clothing stores.
- Doing contracts, and burial services.

2021 - 2022

ZA Online Cafe

Technical Assistant

- Helping with photocopying, drafting CVs and job applications.

2019 - 2020

Yokos

Cashier/Sales Assistant

- Managing transactions with customers using cash registers.
- Scanning goods and ensuring pricing is accurate.
- Collecting payments whether in cash or credit.
- Cross-selling products and introducing new ones.
- Resolving customer complaints, guiding them and providing relevant information.
- Greeting customers when entering or leaving the store.
- Maintaining clean and tidy checkout areas.

2016 - 2017

Anythony Richards and Associates

Sales Consultant

- Contacting potential and existing clients to inform them about the company's products using scripts.

EDUCATION

2020 - 2021

• IT Technical Support NQFL 4 Learnership
CTU Training Solutions

2010 - 2014

• National Senior Certificate
Chris Hani Arts and Culture Focus School

SKILLS

- Administrative
- Adaptability
- Emotional intelligence
- Integrity
- Attention to detail
- Patience
- Time management and task completion
- Technology
- Working well under pressure

REFERENCES

- Yokos
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- ND Marketing
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