

## SUPRISE NDLOVU

TEMBISA  
WINNIE MANDELA  
ZONE 10  
1632

0635884592/0796962293 [suprisendlovu4078@gmail.com](mailto:suprisendlovu4078@gmail.com)

### OBJECTIVE

I seek challenging opportunities where I can fully use my skills for the success of the organization.

### EXPERIENCE

#### CLICK DC CENTURION

- Shunting Tottes
- Record Kpi
- Floor Sorting
- Loading stock

#### HUMAN RESOURCES MANAGEMENT

DURATION 01 YEAR AND 06 MONTHS

#### VAN VELDEN HOSPITAL( EXPERENTIAL LEANER)

- Identify poor performance of training
- Assist in capturing levels on persal
- Assist in chcking leave register
- Assist in updating leave days where necessary
- Compile monthly leave statistics
- Issuing salary advice
- Assist in verifying the record of employees to be appointed
- Assist in auditing leave application, verification and register for filling
- Assist in compiling of submission of termination services
- Managing performance of employee's in the section
- Develop and maintain performance management
- Capturing of overtime
- Processing of application of new employees
- Assist with compiling monthly, quarterly and annual training reports
- Monitor the attendance register
- Assist in assuing invitation to attend workshop
- Conduct inducton to newly appointed employees
- Assist in record keeping and filling
- Assist in writing and issuing invitation letters to shortlisted candidates
- Assist in inviting succesful shortlisted candidates for interview
- Assist in scribe for interview

## EDUCATION

- Mdingazi Secondary School  
2018

## SKILLS

- Computers skills(Microsoft office word,Excel,power point and access),Time pantual,Abillity to work in high environment,Multi-tasking and flexible,ability to work as team,earger to learn, communication skill( verbal and non-verbal), attention to detail

## PERSONAL DETAILS

- Date of Birth : 9701136015082
- Gender : Male
- Availability : Immediately
- Nationality : South African
- Language :Xitsonga
- Other Languages : English,Sepedi & Isizulu

## REFERENCE

- Name : N Ngobeni  
Company : Shoprite DC  
Position : Picker  
Cell : 078 430 7327
- Name : Mr. P Mkansi  
Company : Pipeko  
Position : Assistant Driver  
Cell : 060 453 7827



REPUBLIC OF SOUTH AFRICA  
NATIONAL IDENTITY CARD

NDLOVU

SUPRISE

M

RSA

9701136015082

13 JAN 1997

RSA

CITIZEN



*Handwritten initials*



This card has been issued by the  
Department of Home Affairs in terms of the  
Identification Act, Act 68 of 1997  
If found please return to the Department of Home Affairs  
For enquiry or verification purposes contact 0800 90 11 90

08 SEP 2014



000842613



*Handwritten signature*  
S. N. DLOVU  
S. SUPRISE  
M  
RSA  
9701136015082  
13 JAN 1997  
RSA  
CITIZEN



REPUBLIC OF SOUTH AFRICA

# National Senior Certificate

Awarded to

**SUPRISE NDLOVU**

Identity number 9701136015082

Exam number 7180834040046

**Subject**

- Xitsonga Home Language
- English First Additional Language
- Life Orientation
- Geography
- Life Sciences
- Physical Sciences

Handwritten signature: *Suprise Ndlovu*  
 Handwritten number: *2673743497*  
 Vertical stamp: *REPUBLIC OF SOUTH AFRICA*

**Achievement**

| %   | level |
|-----|-------|
| 60  | 5     |
| 50  | 4     |
| 63  | 5     |
| 35  | 2     |
| 35  | 2     |
| 36  | 2     |
| *** | .     |

This candidate is awarded the National Senior Certificate and has met the minimum requirements for admission to higher certificate study as gazetted for admission to higher education, subject to the admission requirements of the higher education institution concerned.

With effect from December 2018

*M. S. Rakometsi*

Chief Executive Officer

190 1981 5023 Y



This certificate is issued without alterations or erasure of any kind



**UMALUSI**



Council for Quality Assurance in  
General and Further Education and Training  
South Africa 0533834

(See reverse for more information)



# PSiRA

## Certification of Registration

### Security Officer

This certificate certifies that

**Ndlovu S**

ID Number : 9701136015082

PSiRA Reg Number : 4780722

Date of Registration : 16 Sep 2024

Is duly registered as a Security Service Provider as Contemplated in terms of  
Section 21 of the Private Security Industry Regulation Act 2001  
(Act no 56 of 2001).

Recognised Training Qualification as at date of issue hereof:

Grade 6

*Handwritten signature*  
S. Ndlovu

Date of Issue : **16 Sep 2024**

Valid Until : **15 Sep 2026**

Certificate No. : **19924375**



# MAAKE NGHALA SECURITY & PROJECTS

TRAINING NUMBER: 1893

Training Centre Address: Stand No. 626, Ringanani Section (Under Bungeni Tribal Office), Bungeni  
Tel: 083 332 9881/082 446 1344/072 533 4038/079 908 5303 Email: maakenghala@gmail.com



# Certificate

PSIRA SECURITY TRAINING PROGRAMME  
SECURITY OFFICER GRADE  
E - C TRAINING COURSE

this is to certify that

**NDLOVU SUPRISE**

Identity Number: 970113 6015 08 2

found competent on the following PSIRA security courses

Security Officer Training Course      GRADE E

Security Officer Training Course      GRADE D

Security Officer Training Course      GRADE C



**PSIRA**  
2340519  
PSIRA

The Company Director  
PSIRA No: 1115686

*ALLA... S. M.*

Instructor/Facilitator  
PSIRA No: 1290489

06/09/2024

Date Issues

Certificate



**INCOME TAX**  
**Notice of Registration**

Enquiries should be addressed to SARS

**Contact Detail**

SARS 0800 00 7277  
Alberton Website: www.sars.gov.za  
1528

S N NDLOVU  
N/A N/A  
Tzaneen  
Tzaneen  
0850

**Details**

Taxpayer Reference No: 0608368270

Always quote the reference number when contacting SARS

Date: 2024-07-01



Dear Taxpayer

**NOTICE OF REGISTRATION**

The South African Revenue Service (SARS) confirms registration of the following taxpayer:

Name and Surname: SUPRISE NDLOVU  
ID number: 9701136015082  
Taxpayer reference number: 0608368270  
Date of Registration: 2022-01-18

**Your tax obligation**

Depending on your circumstances, you may be required to submit an annual income tax return. Should you be a provisional taxpayer, returns and payments will be required every six months. More details can be obtained from the SARS website.

Any person who derives by way of income any amount which does not constitute remuneration or an allowance or advance contemplated in section 8(1) of the Income Tax Act is regarded as a Provisional Taxpayer and may be required to submit provisional returns.

Kindly notify SARS of any change to your registered particulars within 21 business days of such change.

Should you have any queries please call the SARS Contact Centre on 0800 00 7277. Remember to have your taxpayer reference number at hand when you call to enable us to assist you promptly.

Sincerely

**ISSUED ON BEHALF OF THE COMMISSIONER OF THE SOUTH AFRICAN REVENUE SERVICE**

S N NDLOVU  
9701136015082  
0608368270

PRINTED  
2024  
09:01  
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