

Andisiwe Filana

Tshoxa Location Keiskammahoek 5670

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Personal Details

- Date of Birth : 01/01/2000
- Marital Status : Single
- Nationality : South African
- Religion : Christian
- Gender : Female
- ID number : 0001012267082

Education

- **St. Matthews High School** 2018
12
- **Phoenix College Of Education** 2020
Certificate Of Computer Science

Languages

- English
- IsiXhosa

Objective

I am looking for a challenging job with a rapidly growing organization that can provide me with a range of goals and job objectives within a contemporary and economical business setting.

Experience

- **Lui Agri (pty) Ltd** 2024 - 2025
Student
Balanced multiple tasks simultaneously, maintaining high levels of productivity under pressure.
Engaged in continuous learning opportunities to stay abreast of industry trends and developments.
Gained understanding of business operations with exposure to all aspects during training.
- **Department Of Education** 2023 - 2023
Educational Assistance
Handled administrative tasks freeing up teacher's time enabling them focus more on lesson planning and direct student interaction.
Supported teachers with planning and implementing lessons, ensuring effective instruction.

Skills

- Problem solving capability Measures fluid intelligence, the ability to reason, adapt, and solve new problems independently of verbal skill without relying on prior knowledge.
- Team building
- Data entry accuracy
- Basic programming knowledge
- Printing, faxing and scanning

Achievements & Awards

- Certificate Computer Science, National Certificate Nc N1/ NQF Level1

Reference

- **Siphokazi Sandile - "Lui Agri (pty) Ltd"**
Facilitator
+27 83 548 1386
- **Athi Toti - "Department of Education "**
Educator
+27 83 867 4274
- **Lusanda Twetwe - "Lui Agri"**
Project Manager
077 437 1007

I genuinely declare that all the facts mentioned above are true to my faith, and I am answerable for its accuracy.