

ANELE MSOMI

2001 Hillbrow, Pietersen Street, Johannesburg anelemsomi157@gmail.com 0601154531

PERSONAL SUMMARY

Career driven, ambitious, and dedicated young individual. I have good interpersonal communication skills with excellent teamwork abilities keen to work. I am motivated and a fast learner that is seeking an entry level role to contribute my strong work ethics, communication skills, and teamwork to organizational success. Detail-oriented professional looking to apply problem-solving and organizational skills in a dynamic, growth-focused environment.

CORE COMPETENCIES

- Time management and work ethics
- Proficient in Microsoft office
- Excellent and effective communication skills.
- Team collaboration and adaptability
- Problem solving and decision making skills
- Cleaning standards and sanitation procedures

ACADEMIC EXPERIENCE

- Successfully completed practical teaching/ in-service training at Sentraal primary school in Bloemfontain from April 2024- October 2024
- Completed a six months contract at a local primary school working as a General worker

EDUCATION

- National Senior Certificate (NSC)/ Matric- Mthengeni High School 2018
- Bachelor of Education, Foundation phase teaching University of the Free State 2024

TECHNICAL SKILLS

- File management and document processing
- Computer literacy and Microsoft office proficient
- Google analytics & SEO basics

LANGUAGES

- English- fluent
- Isizulu- fluent

REFERENCES

- Snenjabulo Khuzwayo (Mentor) 0799446255

