

Siphumelele Ngcamu

H20 Dr Vilakazi Road Ashdown Pietermaritzburg 3201
0620150469/0693834223 | alwande2461@gmail.com

Objective

To work in an environment which encourages me to succeed and grow professionally where I can utilize my skills and knowledge appropriately.

Personal Details

- Date of Birth : 30 December 2000
- Marital Status : Single
- Nationality : South African
- Gender : Female
- Criminal record : None
- Drivers license : None
- Health : Physical fit and excellent stamina
- Available : Immediately
- Language proficiency : IsiZulu and English (speak, write and read)
- Learners License : Code 10 (C1)

Education

- **Siyahlomula Secondary School** 2018
Matric
Grade 12
- **University of South Africa** 2023
Bachelor of Arts in Forensic science and Technology
Majored with Criminology

Skills

- Problem solving skills
- Trustworthy and honest
- Flexibility and reliable
- Good analytical skills
- Able to work under pressure and Time management
- General computer literacy skills
- Basic Pos system knowledge and numeracy
- Knowledge of Ms word, Excel, PowerPoint and Outlook
- critical thinking and customer focus and responsiveness
- Knowledge of Public Finance Management Act (PFMA). Financial Management. Public Service Regulations (PSR). Public Service Act (PSA)
- Good verbal and written communication skills
- Good Interpersonal skills
- Strong numeracy and acumen
- Accountable and with credibility
- Excellent and quality orientation
- Possess a strong work ethic and hands-on attitude
- Ability to produce detailed written reports timeously
- Ability to prioritise effectively and accept responsibility
- Ability to analyse evidence and draw logical conclusions
- Knowledge of the Departmental Policies, Procedures and Guidelines, Labour Legislations and Regulations, Employment Service Act
- Innovative approach to investigations
- Public Service Regulation, Public Service Act And Batho Pele Principles
- Ability to analyse and interpret relevant information and data
- Ability to work independently and as part of a team
- Strong organisational skills and attention to d
- Willingness and ability to travel as needed

Reference

- **Nozipho Ngcamu - Mother**
Parent
0727988454