

TUMISO MASHALE

Bachelor of Arts graduate with strong analytical skills and academic exposure to psychological wellness, human development, business management, and sustainable tourism. Motivated to support organizational growth through accurate reporting, bookkeeping assistance, a positive workplace culture, and ongoing process improvement, skills and abilities.

060 947 6218

Nelspruit
Mpumalanga

tumishobasetsana@gmail.com

SKILLS

Computer Literate
Teamwork Time
Management
Decision-Making
Problem-solving

EDUCATION

University of Mpumalanga
Bachelor of Arts

Completed in 2025

Siboyiye Combined School

National Senior Certificate
Grade12

Completed in 2022

EXPERIENCE

Outsurance

Nov 2024 - Feb2025

Call Centre Sales Representative

- Handled 50+ inbound and outbound calls daily, consistently meeting sales and customer service targets.
- Consistently achieved monthly sales targets.

Self-employed (Sneaker Seller)

- Resolved customer complaints and ensured satisfaction.
- Coordinated deliveries and stock control.

Family Business Assistant

Nov 2021 - Feb 2022

- Assisted customers with enquiries and sales support.
- Supported daily operations and team targets.

REFERENCE

Available upon request