



MPUMELELO MTHEMBU

Entry-Level Job Seeker | Hardworking | Eager to Learn



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Pimville, Soweto, Johannesburg



PERSONAL PROFILE

Motivated, Responsible and hardworking individual seeking an entry-level opportunity where I gain practical work experience, develop my skills and contribute positivity to the organisation. I am a quick learner with good communication, teamwork and problem-solving abilities. I am willing to learn, take responsibility and work diligently in a professional environment.



SKILLS

Good verbal and written

communication

Customer Service

Teamwork and collaboration

Problem-Solving

Computer Literacy (MS Office-basic)

Ability to Learn

Handling responsibilities under pressure



EDUCATION

Kibler Park Secondary School

2022

National Senior Certificate (Grade 12)

Subjects:

- English Home Language
- Mathematics
- Life Orientation
- Business Studies
- Life Sciences
- Physical Sciences

Achievements:

- Consistent effort and good academic performance



LEARNERSHIP

Lesego Tau Education Foundation-Grade 11

2021

Participated in an education programme focused on developing communication and writing skills across different forms of writing

Key areas covered:

- Learned how to write in different formats and styles
- Developed written communication skills
- Learned how to structure and present written work clearly.
- Improved grammar, vocabulary and proofreading skills



LANGUAGE

English -Fluent

isiZulu-Fluent