

**CURRICULUM VITAE  
OF  
ZIMASA NCOLIWE**

52 Surrey Street • Goodwood • 7460  
Cell number – 082 795 1872  
Email address - [zimnco@gmail.com](mailto:zimnco@gmail.com)

**PERSONAL INFORMATION**

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<b>First Name</b>	Zimasa
<b>Surname</b>	Ncoliwe
<b>Identity Number</b>	951204 1115 085
<b>Nationality</b>	South African
<b>Languages</b>	IsiXhosa, English and isiZulu
<b>Gender</b>	Female
<b>State of health</b>	Excellent
<b>Marital status</b>	Single

**EDUCATION**

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***High School***

<b>Name of school</b>	J.S Skenjana S.S.S.
<b>Qualification obtained</b>	National Senior Certificate
<b>Year</b>	2012

**HIGHER EDUCATION AND TRAINING**

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<b>Name of Institution</b>	University of South Africa
<b>Qualification obtained</b>	Diploma in Law
<b>Year</b>	2017

**COMPUTER SKILLS**

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Microsoft Word, Microsoft Access, Microsoft Excel, Microsoft PowerPoint, Microsoft Outlook

**PERSONAL ATTRIBUTES**

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- Self-motivated
- Good leadership qualities.
- Works well under pressure.
- Adapts quickly to new environment, have good written and communication skills, hard worker and a fast learner.
- Makes decisions based on facts.
- Able to work in a team and individually
- Time management skills.

**AWARDS**

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Certificate of attendance of the HEAIDS conference at the ICC Durban South Africa from 9 – 11 July 2017

## **WORK EXPERIENCE**

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**Company:** Anthony Richards & Associates

**Position:** Debt Collector

**Duration of employment:** 2 February 2015- 30 May 2015

**Company:** Black Fox Credited Management

**Position:** Debt Collector

**Duration of employment:** 1 July 2015- 29 January 2016

**Company:** Lead4Life

**Position:** Youth Development Facilitator

**Duration of employment:** March 2016 – June 2017

**Company:** University of South Africa

**Position:** Health and Wellness Peer Leader (Volunteer)

**Duration of employment:** 21 November 2016 – July 2017

## **REFERENCES**

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Soraya Adams

Relationship: Team Leader

Company: Anthony Richards & Associates

Buyisile Tyundyuthwa

Relationship: Manager

Company: Black Fox Credited Management

Cellphone number: 076 264 0154

Blu Bomela

Relationship: Project Co-ordinator

Company: Lead4Life

Cell number: 076 417 6190

Email: [blu@lead4life.co.za](mailto:blu@lead4life.co.za)

Nobuntu Tshoni

Relationship: Student Health and Wellness Regional Coordinator

Company: University of South Africa

Cell number: 073 507 0577

Telephone: 021 936 4130

Email: [tshonnr@unisa.ac.za](mailto:tshonnr@unisa.ac.za)/  
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