



Ntsikayomzi Skhumbuzo

Matangana

Personal information

✉ Ntsikaskhumbuzo@gmail.com
📍 11 Dunn place Montclair, 4001, Durban
📅 6 Apr 02
♂ Male
🇿🇦 South African
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Summary

Motivated and reliable individual with a Matric certificate and tertiary qualifications in Jewellery Design and Manufacturing from the Limpopo Jewellery Business Incubator. Experienced in customer service through retail cashier work and providing general assistance in professional environments. Possesses strong communication, organisational and interpersonal skills. Able to handle customer enquiries, manage tasks efficiently, and maintain a professional and welcoming environment. Eager to contribute to a team and grow within a receptionist or administrative role.

Professional experience

Cashier

1 Dec 20 - 1 Jun 21

Spar | Durban

- Provided friendly and professional customer service to customers.
- Processed cash and card transactions accurately.
- Assisted customers with enquiries and product information.
- Maintained a clean and organised front service area.
- Worked efficiently in a fast-paced retail environment.

Lebowa Funerals- General Assistant | Limpopo

2 Jan 25 - 31 Dec 25

- Provided friendly and professional customer service to customers.
- Processed cash and card transactions accurately.
- Assisted customers with enquiries and product information.
- Maintained a clean and organised front service area.
- Worked efficiently in a fast-paced retail environment.

16 Mar 26 - 16 Mar 26

Education and training

Stanger Secondary School | Durban

25 Nov 19 - Present

Limpopo Jewellery Business Incubator | Limpopo

1 Feb 22 - 12 Mar 26

- Produced and repaired jewellery using specialised tools and techniques.
- Maintained attention to detail and quality standards.
- Assisted with workshop organisation and task management.



Personal skills

Other skills

Good communication (both verbal and written)
Excellent teamwork and interpersonal skills
Fast learner and adaptable to new environments
Strong sense of responsibility and reliability
Basic computer knowledge (Word, Excel, Internet)
Friendly and customer-focused attitude

Further information

REFERENCES

Gift Mohlala (Lebowa Funerals) - 0792995189
Sphelele Manqeke (Spar) - 0718695717