

MANDISA DANISA

☎ 066 044 5383

✉ mandisadanisa118@gmail.com

📍 Windmill Park, Boksburg, Gauteng

PROFESSIONAL PROFILE

Motivated and customer-focused individual with an **N6 Certificate in Hospitality** and strong communication, interpersonal and computer skills. Confident in communicating with customers, understanding their needs and providing professional assistance. Goal-oriented, eager to develop sales and customer service skills, and comfortable working in a target-driven environment. Seeking an opportunity to contribute to a professional sales team while building practical experience and long-term career growth.

CORE SKILLS

- Customer Service
 - Sales & Customer Support
 - Communication
 - Problem Solving
 - Computer Literacy
 - Microsoft Word & Excel
 - Data Capturing
 - Telephone & Email Etiquette
 - Time Management
 - Teamwork & Adaptability
 - Attention to Detail
 - Target-Driven mind set
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EDUCATION

N6 Certificate – Hospitality

TVET College

Relevant Subjects:

- Communication and Human Relations

- Computer Practice
- Hospitality Management

National Senior Certificate (Matric)

Grade 12

ADDITIONAL TRAINING

Computer and Customer Service Training

- Customer service principles
 - Professional communication
 - Computer literacy
 - Microsoft Office fundamentals
 - Telephone and email etiquette
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PERSONAL ATTRIBUTES

- Confident and approachable
 - Friendly and professional
 - Goal-oriented
 - Willing to learn
 - Customer-focused
 - Reliable and responsible
 - Able to work under pressure
 - Strong interpersonal skills
 - Positive attitude
 - Team player
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CAREER OBJECTIVE

To obtain a **Sales Consultant / Customer Service position** where I can use my communication and customer service abilities, develop professional sales experience and contribute to achieving organisational

REFERENCES

Available upon request.