

Thabo Nkosi

Johannesburg · +27 82 555 0142 · thabo@example.com

PERSONAL DETAILS

ID Number	890412 5xxx 089
EE Status	SA Black Male
Driver's Licence	C1
Languages	English, isiZulu, Afrikaans

PROFILE

Sixth-year accounts professional: month-end close in 4 days, VAT201 and PAYI filings never late, Sage-to-Xero migration run single-handed.

KEY SKILLS

Sage · Xero · Advanced Excel · VAT201 / SARS · Payroll · Team leading

EXPERIENCE

Accounts Clerk → Senior — Fake Corp (Pty) Ltd	2021-03 – Present
- Month-end pack cut from 9 to 4 days; ledger housekeeping weekly - Cleared R2.1m aged debt without a single write-off - Ran the Sage→Xero migration; trained 3 colleagues on it	
Junior Bookkeeper — Umlazi Transport	2019-01 – 2021-02
Daily banking, supplier reconciliation, petty-cash audits	

EDUCATION

B.Com Hons (Accounting), UJ	2019
-----------------------------	------

REFERENCES

- Available on request