LERATO KHUMALO

Recent BCom Graduate | Seeking a Graduate Programme or Internship

Durban, KwaZulu-Natal | 063 456 7890 | lerato.khumalo@email.com | Own transport: Yes

CAREER OBJECTIVE

Motivated BCom Accounting graduate with strong numerical and Excel skills, eager to start a career in finance. I learn quickly, work well in teams and bring the discipline I built while studying full-time and working part-time.

EDUCATION

BCom Accounting | University of KwaZulu-Natal

2022 – 2025

- Relevant modules: Financial Accounting, Management Accounting, Taxation, Auditing
- Achieved distinctions in Taxation and Financial Accounting 3

National Senior Certificate (Matric) – Bachelor's Pass | Durban Girls' Secondary

2021

- Mathematics 78%, Accounting 85%

EXPERIENCE

Part-time Cashier | Pick n Pay, Pavilion

2023 – 2025 (weekends)

- Handled cash and card transactions accurately and balanced the till every shift
- Received Employee of the Month for customer service (August 2024)

Volunteer Tutor | Ubuntu Learning Project

2023 – 2024

- Tutored Grade 11 and 12 learners in Accounting and Mathematics every Saturday

SKILLS

- Advanced Excel (formulas, pivot tables, charts)
- Pastel Partner and Xero (basic)
- Attention to detail and time management
- Communication and teamwork
- Languages: English, isiZulu

ACHIEVEMENTS & ACTIVITIES

- Dean's Commendation, 2024
- Treasurer, UKZN Accounting Students' Society, 2024
- Certificate: Excel Skills for Business (online course), 2025

REFERENCES

Ms N. Pillay – Lecturer, UKZN | 031 260 0000 | pillayn@ukzn.example

Mr J. Botha – Store Manager, Pick n Pay | 031 000 0000

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