



**Name:** Gugu Nkosi

**Profile Summary:**

I am a tech-driven professional with 10 years of experience in data capture, data accuracy and administration, transitioning into IT. I hold a Full Stack Development certificate and bring strong proficiency in Excel, Word, Outlook and workflow systems. I enjoy solving problems, building user-focused digital solutions and organizing data for smarter decision-making. I am seeking junior roles in software/web development or IT administration where I can grow and contribute.

**Looking for:** IT Administration, Junior Web Developer, Full Stack Support, or Data-Focused Tech Roles

**Skills:**

- Full Stack Development (HTML, CSS, JavaScript, Node.js, SQL)
- Advanced Excel (data entry, reporting, analysis, accuracy checks)
- Microsoft Office (Word, Excel, Outlook)
- IT Support mindset and fast learner
- Data management and process optimization

**Experience:** 10 years Data Capture Specialist (accuracy, reporting, workflow & system support)

**Location:** Soweto (remote / on-site / hybrid)

**Availability:** Immediately

**Contact:**

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