



Lerato Prudence Mlambo

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I Lerato Prudence Mlambo looking for customer service, Admin work especially in Retail, Finance and Hotel industry.

- Good Customer service
- Target driven
- Well Spoken
- Good communication, computer skills
- Problem solving
- Ready for new challenges

| | |
|-------------------------|---------------------------------------|
| Preferred occupation | Shop assistants Retail, store jobs |
| Preferred work location | New-Location Mpumalanga |
| | Kroonstad Free State |
| | Pretoria / Tshwane Gauteng |
| | Siyabuswa Mpumalanga |

Contacts and general information about me

| | |
|----------------------|---|
| Day of birth | 1989-04-23 (35 years old) |
| Gender | Female |
| Residential location | Sedibeng Gauteng |
| Telephone number | <i>Information is available only for registered users.</i> Sign in |
| Email address | <i>Information is available only for registered users.</i> Sign in |

Work experience

Working period **nuo 2011.04 iki 2018.06**
 Company name Sheet street
 You were working at: Retail manager
 Occupation Supervisor
 What you did at this job position? Admin work, opening accounts, Receiving stock, ordering stock, stock takes, stock queries, scheduling, replenishment, housekeeping,till Supervisor;cash ups and customer service

Working period **nuo 2019.05 iki 2020.05**
 Company name Old Mutual
 You were working at: Direct sales consultant
 Occupation Financial Consultant
 What you did at this job position? Collections, telesales, Claims; death and savings and customer service

Education

Educational period **nuo 2007.02 iki 2011.11**
 Degree Diploma
 Educational institution Flavius Mareka FET college
 Educational qualification Business Management
 I could work In Retail and Finance

Languages

| Language | Speaking level | Understanding level | Writing level |
|-----------|----------------|---------------------|---------------|
| English | very good | very good | very good |
| isiZulu | very good | very good | very good |
| isiXhosa | very good | very good | basic |
| Afrikaans | good | good | basic |
| Sesotho | very good | very good | very good |
| Setswana | very good | very good | very good |
| SiSwati | very good | very good | very good |

Computer knowledge

Word
 Excel
 Spreadsheet
 Pastel
 PowerPoint
 Internet explorer

Recommendations

| | |
|------------------|---------------|
| Contact person | Petronella |
| Occupation | Store Manager |
| Company | Sheet street |
| Telephone number | 0746335858 |

Additional information

| | |
|--------------------------|-------------------------------------|
| Your hobbies | Internet exploring |
| Driver licenses | C1 Heavy Vehicle 3,500kg - 16,000kg |
| Driver license from | 2017-09-00 (6 years) |
| Salary you wish | 7900 R per month |
| How much do you earn now | 6900 R per month |