



# Mokgadi Rosina Letswalo

Curriculum Vitae (CV)

## What job i'm looking for? My positive points

Office administrator,call center and office jobs.i'm a team and also individual worker,neat and tidy, computer skills, good human relations with public,ablility to work under pressure,easy learner.

Preferred occupation Call Centre agent  
Administrative jobs

Preferred work location Siyabuswa  
Mpumalanga

## Contacts and general information about me

Gender Female

Residential location Pretoria / Tshwane  
Gauteng

Telephone number *Information is available only for registered users.*  
[Sign in](#)

Email address *Information is available only for registered users.*  
[Sign in](#)

## Work experience

Working period **nuo 2011.03 iki 2020.09**

Company name AVBOB

You were working at: Sales representative

Occupation Sales representative

What you did at this job position? Marketing and Administrator

Working period **nuo 2008.10 iki 2011**

Company name Quest (post office)

You were working at: Store person

Occupation Post lady

What you did at this job position? Street deliver and sorting out the mails

## Education

Educational period **nuo 2004.01 iki 2004.12**  
 Degree Diploma  
 Educational institution Dam business college  
 Educational qualification Human resources management  
 I could work Customer care

Educational period **nuo 2009.01 iki 2009.12**  
 Degree Certificate  
 Educational institution College Campus  
 Educational qualification Office computing certificate  
 I could work Office administrator

**Languages**

Language	Speaking level	Understanding level	Writing level
English	good	good	good

**Computer knowledge**

TYPING SKILLS,MS WORD,MS EXCEL,MS POWERPOINT , INTERNET

**Recommendations**

Contact person JOHN JOURBERT  
 Occupation MANAGER  
 Company AVBOB  
 Telephone number 0820861230  
 Email address Johnjourbert@assurance.co.za

**Additional information**

Your hobbies TRAVELING, READING, SPORTING  
 Driver licenses None  
 Salary you wish 5000 R per month  
 How much do you earn now Commition R per month