



# Bontle Sehemo

Curriculum Vitae (CV)

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

Administration.

Working with people and delivering on time what is expected of me .

Being a problem solver, morale lifter, very competent and productive.

## Contacts and general information about me

Day of birth	1992-05-11 (32 years old)
Gender	Female
Telephone number	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>
Email address	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>

## Work experience

Working period	<b>nuo 2015.11 iki 2019.03</b>
Company name	Cash paymaster services/ Uzalo payment logistics
You were working at:	Banking
Occupation	Enrollment officer, payment operator and assistant administrator
What you did at this job position?	Enrolled beneficiaries on sassa branded cards via biometrics system, Payed sassa beneficiaries and carried out clerical duties

## Education

Educational period	<b>nuo 2014.01 iki 2020.09</b>
Degree	Certificate
Educational institution	Moremogolo TVET Urban college
Educational qualification	N6 human resource management
I could work	Anywhere

## Languages

Language	Speaking level	Understanding level	Writing level
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Setswana

good

good

very good

### Computer knowledge

Computer skills i have are the ability to utilize computers and technology efficiently.

Very familiar with MS word, excel, office etc.

Working with in-house computer programs.

knowledge on common applications such as internet browsers, word processors, spreadsheets and presentation software

### Conferences, seminars

N/a

### Additional information

Your hobbies	Cooking Travelling Reading Debating
Driver license from	2014-08-00 (9 years)
Salary you wish	12 000 R per month
How much do you earn now	0.00 R per month