



Samora Lungile Wayini

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I'm looking for administration clerk position

Good listener, pays attention to details and a people person. A very reliable, trustworthy and punctual individual that is willing to learn.

| | |
|-------------------------|---------------------------------------|
| Preferred occupation | Administrators Administrative jobs |
| Preferred work location | Port Elizabeth Eastern Cape |

Contacts and general information about me

| | |
|----------------------|---|
| Day of birth | 1988-08-30 (36 years old) |
| Gender | Male |
| Residential location | Port Elizabeth Eastern Cape |
| 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 2017.02 iki 2018.11 |
| Company name | PE TVET College |
| You were working at: | Trainers |
| Occupation | Tutor for Level 2& 3 students for the subject Transport & Logistics |
| What you did at this job position? | Assisting students on abling them to undetstand the subject content, and some administration work such as registry |

Education

| | |
|---------------------------|-------------------------------------|
| Educational period | nuo 2019.01 iki 2019.06 |
| Degree | Certificate |
| Educational institution | PE TVET College |
| Educational qualification | N4 Certificate in Public Management |
| I could work | 7am - 4:30pm |

Languages

| Language | Speaking level | Understanding level | Writing level |
|-----------------|-----------------------|----------------------------|----------------------|
| English | very good | very good | very good |

Computer knowledge

Can use MS office package such as word,excel,powerpoint,access and publisher.

Recommendations

| | |
|------------------|--------------------|
| Contact person | Ms. R Van Wyk |
| Occupation | Senior lecturer |
| Company | PE TVET College |
| Telephone number | 041 481 2171 |
| Email address | rvanwyk@pec.edu.za |

Additional information

| | |
|--------------------------|---|
| Your hobbies | reading,cooking and taking walks for excercising around the parks |
| Driver licenses | None |
| Salary you wish | 10 000 R per month |
| How much do you earn now | 8500 R per month |