



# Anania Mathebula

Curriculum Vitae (CV)

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

Cleaning/filing/receptionist and admin clerk. I am a hard worker/passionate/consistent and disciplined. I am very committed worker. I love challenges and I have the will to succeed. I am a motivated person

Preferred occupation	Bookkeeper Administrative jobs
Preferred work location	Ekurhuleni Gauteng

## Contacts and general information about me

Day of birth	1989-05-22 (35 years old)
Gender	Female
Residential location	Ekurhuleni Gauteng
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 2015.01 iki 2016.02</b>
Company name	GALITO'S RESTAURANT
You were working at:	Waiters, waitresses

## Education

Educational period	<b>nuo 2019.11 iki 2019.12</b>
Degree	Grade 12 / Matric
Educational institution	Fast forward college of commerce or technology in business administration
Educational qualification	Reception skills or customer relation/information or record keeping and filing/introduction to business office technology
I could work	I can work under a lot of pressure

## Languages

<b>Language</b>	<b>Speaking level</b>	<b>Understanding level</b>	<b>Writing level</b>
English	good	good	fluent

### **Computer knowledge**

Computer literacy/typing/photocopying

### **Recommendations**

Contact person	0845081218
Company	Fast forward college

### **Additional information**

Your hobbies	Waching tv/reading and plaing games
Driver licenses	None
Salary you wish	5000 -9000 R per month