

# **Portia Matsaung**

Curriculum Vitae (CV)

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

I looking for houseskeeper job because I looking beautiful and loving good thing I don't like dirty. I love cleaning and I am hardworking and ability to work under pressure. I am learning fast

Preferred occupation Housekeeper

Hotel jobs

Preferred work location Mankweng

Limpopo

### Contacts and general information about me

Day of birth 1988-02-25 (36 years old)

Gender Female

Residential location Mankweng

Limpopo

Telephone number Information is available only for registered users.

Sign in

<u>Sign in</u>

## Work experience

Working period **nuo 2014.01 iki 2016.09** 

Company name Kgarahara high school

You were working at: Data capturers

Occupation None

What you did at this job position? Administration

Working period nuo 2018.04 iki 2018.09

Company name F. M. Maluleka Incorporated

You were working at: Filing clerk

Occupation Reception

What you did at this job position? Filing documents that came from sheriff

#### **Education**

Educational period **nuo 2011.01 iki 2011.11** 

Degree Diploma

Educational institution Abet center

Educational qualification Diploma

I could work Anytime

## Languages

Language	Speaking level	<b>Understanding level</b>	Writing level
Sepedi	very good	very good	very good

# Computer knowledge

Computer Diploma

Intro\_to\_computer

Windows 2000/xp/VISTA/07

Communication skills

Advance Typing skills

Microsoft office 2003

Word. Excel. PowerPoint. Access. Publisher

#### **Additional information**

Your hobbies Reading Bible

Watch Television

Driver licenses None

Salary you wish 5000 R per month
How much do you earn now None R per month