

## Yolisa Mdingi

Curriculum Vitae (CV)

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

Good Day

This serves as an application for the position mentioned above as advertised. I am currently unemployed and previously worked for different companies as my CV explains.

I am Computer literate with Interpersonal & Communication skills. In my previous vacancy part of my job was to deal with inbound and outbound calls relating. My other duties were to offer customer service to clients and attending to their telephone queries

Knowing my abilities and experience, I strongly believe that I can add value and make a difference within your department. I work well in a team as well as independently. Herein I have attached a covering letter and my CV for your perusal.

Thanking you in advance and hope that my application will reach your favourable consideration.

Yours truly,

Ms Yolisa Mdingi

Preferred occupation Receptionist

Administrative jobs

Customer care agent Administrative jobs

Data capturers Administrative jobs

Preferred work location Cape Town

Western Cape

## Contacts and general information about me

Day of birth 1985-04-18 (39 years old)

Gender Female

Residential location Cape Town

Western Cape

Telephone number Information is available only for registered users.

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**Additional information** 

Salary you wish 5000 R per month