



Thandazile Goodness Mzotho

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I'm looking office administrator Job ,im good in office job ,no matter what kind of it ,I have experience on it I love to participate as much as I can

Preferred occupation	Data capturers Administrative jobs
Preferred work location	South Coast (Ugu) KwaZulu-Natal

Contacts and general information about me

Day of birth	1991-08-29 (33 years old)
Gender	Female
Residential location	South Coast (Ugu) KwaZulu-Natal
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 2017.01 iki 2018.07
Company name	Department of Education -Marshmount Primary School
You were working at:	Training
Occupation	Clerk
What you did at this job position?	Data capturing,general office filling,

Education

Educational period	nuo 2016.01 iki 2017.01
Degree	Diploma
Educational institution	Esayidi Tvet College
Educational qualification	Diploma in HRM and Office administration
I could work	At any office as assistance

Languages

Language	Speaking level	Understanding level	Writing level
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isiZulu	very good	very good	very good
English	very good	very good	very good
isiXhosa	good	very good	good

Computer knowledge

I'm good in computer,I know it much.

Recommendations

Contact person	Mthembeni Ngubelanga
Occupation	HOD
Company	Department of Education
Telephone number	0769245148

Additional information

Your hobbies	Read,typing
Driver licenses	B Light Vehicle ≤ 3,500kg
Driver license from	2019-08-00 (5 years)
Salary you wish	3000 R per month
How much do you earn now	1200 R per month