



# Basenyi Kgakatsi

Curriculum Vitae (CV)

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

A job that can meet my requirements as I am still doing my my NCV level 4 office administration,I am 29 years old.It will be my honour to be working and share my skills with your company.

Preferred occupation	Filing clerk Administrative jobs
Preferred work location	Kuruman Northern Cape
	Vryburg North West
	Zeerust North West
	Reivilo North West

## Contacts and general information about me

Day of birth	1991-03-12 (33 years old)
Gender	Female
Residential location	Kuruman Northern Cape
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 2015.03 iki 2016.12</b>
Company name	Milpark Hotel
You were working at:	Housekeeper
Occupation	Cleaner
What you did at this job position?	I was scrubbing,moping,sweeping,changing linens and dusting visitors room's

## Education

Educational period **nuo 2017.01 iki 2019.12**  
 Degree Grade 11  
 Educational institution Vuselela tvet college  
 Educational qualification NCV LEVEL 3 Office Administration  
 I could work Clerk

Educational period **nuo 2014.08 iki 2014.10**  
 Degree Certificate  
 Educational institution DEEP SOUTH DEWAH&DEVELOPMENT CENTRE  
 Educational qualification NQL 4  
 I could work Receptionist

**Languages**

Language	Speaking level	Understanding level	Writing level
Sepedi	good	good	basic
English	very good	very good	very good
Afrikaans	basic	basic	basic
Setswana	fluent	fluent	fluent
isiZulu	basic	basic	basic

**Computer knowledge**

Internet and email, computers, word processing, graphics and multimedia, and spreadsheets.

**Conferences, seminars**

Leadership skills  
 Community building  
 ICT End user computing  
 Entrepreneurship&Research

**Additional information**

Your hobbies Reading and basketball  
 Driver licenses None  
 Salary you wish 8000 R per month  
 How much do you earn now 00 R per month