



Lerato Mmola

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Work well under pressure, highly self motivated and great team player. Work well with people which is why i chose the field. Hiring me will not just be valuable to me but to any organisation that takes me on board, especially those looking for a young and driven young lady who takes own initiatives.

Preferred occupation	Administrators Administrative jobs
Preferred work location	Polokwane / Pietersburg Limpopo

Contacts and general information about me

Gender	Female
Residential location	Limpopo
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 2015.01 iki 2016.10
Company name	Swan music studios
You were working at:	Secretaries
Occupation	General employee
What you did at this job position?	Everything from teaching, being a reception, bookkeeping and marketing
Working period	nuo 2018.04 iki 2018.08
Company name	CDV MARKETING
You were working at:	Agents
Occupation	Marketing agent
What you did at this job position?	Sell credit facilities to customers

Education

Educational period	nuo 2018.01 iki 2020.12
Degree	Degree
Educational institution	Rosebank IIE college
Educational qualification	BBA
I could work	As anything in the business field

Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent
Sepedi	fluent	fluent	fluent
Setswana	very good	good	good

Computer knowledge

Microsoft word, power point, exel, outlook, very good at typing and i am not disturbed easily so i work well in noisy and unsettled environments.

Additional information

Your hobbies	Reading, singing, drawing and writting .
Driver licenses	None
Salary you wish	5000 R per month