



# 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> <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 2015.01 iki 2016.10</b>
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	<b>nuo 2018.04 iki 2018.08</b>
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	<b>nuo 2018.01 iki 2020.12</b>
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