

English

fluent

fluent

very good

Computer knowledge

- Computer skills (MS WORD, EXCEL, POWER POINT, ACCESS, OUTLOOK)
- Ability to perform routine task
- Organizing skills
- Effective and excellent communication skills
- Experience of clinicom, (IPLAN AND Q doc new system) knowledge of hospital fees memorandum 18 UPFS

Conferences, seminars

BOSTON COLLEGE -MEDIA CONSULTANT-CERTIFICATE

- Principles of advertising
- Principles of journalism
- Intro to public relation
- MS word 2003 basic
- Business English

Damelin college-media studies and journalism -diploma

- News reporting
- Language studies
- Comp-typing
- End -user computing
- Media studies
- Media production
- Editorial management
- Media law

Recommendations

Contact person	abigail myeki
Occupation	supervisor
Company	khayelitsha hospital
Telephone number	0213604524
Email address	abigailmyeki@gov.co.za

Additional information

Your hobbies	reading books
Driver licenses	None
Salary you wish	6000 R per month
How much do you earn now	3000 R per month

