



# Kagiso Sithole

Curriculum Vitae (CV)

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

As a student at Tshwane North College I have acquired organisational skills, computer skills and communication skills. I am also aware that working hard, being proactive and having the right attitude are the additional requirements and have always sought to demonstrate these traits in any undertaking

Preferred occupation

Data capturers

Administrative jobs

Secretaries

Administrative jobs

Receptionist

Administrative jobs

Filing clerk

Administrative jobs

Preferred work location

Pretoria / Tshwane

Gauteng

Johannesburg

Gauteng

## Contacts and general information about me

Day of birth

2001-01-13 (23 years old)

Gender

Female

Residential location

Pretoria / Tshwane

Gauteng

Telephone number

*Information is available only for registered users.*

[Sign in](#)

Email address

*Information is available only for registered users.*

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## Work experience

|                                    |  |
|------------------------------------|--|
| Working period                     | <b>nuo 2020.02 iki 2020.02</b>   |
| Company name                       | Success HR Solutions   |
| You were working at:               | Data capturers   |
| Occupation                         | Data capturer  |
| What you did at this job position? | Transfer data from enrollment forms to excel spreadsheets using a computer |

**Education**

|                           |  |
|---------------------------|--|
| Educational period        | <b>nuo 2019.01 iki 2021.06</b>   |
| Degree                    | Certificate  |
| Educational institution   | Tshwane North College  |
| Educational qualification | Management Assistant course  |
| I could work              | As a Personal assistant, Secretary, Admin clerk, administrative officer, etc |

**Languages**

| <b>Language</b> | <b>Speaking level</b> | <b>Understanding level</b> | <b>Writing level</b> |
|-----------------|-----------------------|----------------------------|----------------------|
| English         | good                  | very good                  | good                 |

**Additional information**

|                          |  |
|--------------------------|--|
| Your hobbies             | Poetry<br>Writing<br>Motivational speaking |
| Driver licenses          | None                                       |
| Salary you wish          | R4500 R per month                          |
| How much do you earn now | R0.00 R per month                          |