



# Sindiswa Mabila

Curriculum Vitae (CV)

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

Am looking for a secretary job because am very confident working with people, hard working, am always friendly & polite able to solve problems and having a good communication skills

Preferred occupation	Secretaries Administrative jobs
	Teachers Teaching jobs
Preferred work location	Komatipoort Mpumalanga

## Contacts and general information about me

Day of birth	1991-11-23 (33 years old)
Gender	Female
Residential location	Malelane Mpumalanga
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 2014.01 iki 2015.06</b>
Company name	Local dietitian company
You were working at:	Medical receptionist
Occupation	Secretary
What you did at this job position?	Administration

## Education

Educational period	<b>nuo 2015.01 iki dabar</b>
Degree	Professional Qualification
Educational institution	Unisa
Educational qualification	Education
I could work	Teaching

**Languages**

<b>Language</b>	<b>Speaking level</b>	<b>Understanding level</b>	<b>Writing level</b>
English	good	good	good

**Computer knowledge**

Data capture

**Conferences, seminars**

Good communication skills

**Recommendations**

Contact person	0764873610
Occupation	Secretary
Company	Drikoppies health care

**Additional information**

Your hobbies	Netball
Driver licenses	B Light Vehicle ≤ 3,500kg
Driver license from	2019-12-00 (4 years)
Salary you wish	8000 R per month
How much do you earn now	900 R per month