



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 (32 years old)
Gender	Female
Residential location	Malelane Mpumalanga
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 2014.01 iki 2015.06
Company name	Local dietitian company
You were working at:	Medical receptionist
Occupation	Secretary
What you did at this job position?	Administration

Education

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

Languages

Language	Speaking level	Understanding level	Writing level
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