

Working period **nuo 2014.08 iki 2016.02**
 Company name Mpumalanga provincial government complex
 You were working at: Learnership
 Occupation HR experiential learner
 What you did at this job position? Assisting in HR duties like: Recruitment and selection.labour relations.administation duties.assinsting HRM bursary director with day to day duties.and rotating within the department leaning more

Education

Educational period **nuo 2009.01 iki 2019.12**
 Degree Grade 12 / Matric
 Educational institution Bonginhlanhla High School
 Educational qualification Matric Senior Certificate
 I could work I studies further

Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent

Computer knowledge

Computer practice
 Computer literacy

Microsoft Windows 7-10
 Microsoft suite:
 -office
 -Word
 -Excel
 -Outlook
 -PowerPoint

Data base
 Adobe
 The use of :Google Chrome
 Microsoft Internet explorer

Conferences, seminars

N/A

Recommendations

Contact person	Glory mahlalela
Occupation	Admin ckerk
Company	City of mbombela
Telephone number	013 794
Email address	Glorymahlalela@mbombela.gov.za

Additional information

Your hobbies	Reading Drawing Writing Performing art Painting
Salary you wish	4500 R per month
How much do you earn now	4000 R per month