



Siposetu Nota

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am looking for admin jobs. I am a self motivated and dedicated person who can interact very well with people. I am a patient person and a hard worker.

Preferred occupation	Receptionist Administrative jobs
Preferred work location	Umtata / Mthatha Eastern Cape
	East London Eastern Cape
	Butterworth Eastern Cape
	Port Elizabeth Eastern Cape

Contacts and general information about me

Day of birth	1996-05-07 (28 years old)
Gender	Female
Residential location	Umtata / Mthatha Eastern Cape
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

Education

Educational period	nuo 2015.01 iki 2015.11
Degree	Grade 12 / Matric
Educational institution	Dz Dumezweni
Educational qualification	Higher certificate
Educational period	nuo 2019.01 iki 2019.06
Degree	Certificate
Educational institution	Silulo ulutho technologies
Educational qualification	Computer literacy

Educational period	nuo 2019.07 iki 2019.12
Degree	Certificate
Educational institution	Silulo ulutho technologies
Educational qualification	Office administration

Languages

Language	Speaking level	Understanding level	Writing level
isiXhosa	good	good	good
English	basic	basic	basic

Computer knowledge

I do have computer knowledge I did six months course in computer literacy.

Additional information

Your hobbies	Reading,writing,watching television
Driver licenses	None
Salary you wish	5000 R per month
How much do you earn now	None R per month