



Nomfundo Majola

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I'm looking for human resources internship or office assistance job. I have a good communication skills, I have a passion to handle any behaviour, honest, hard working, integrity, skills for managing files system and updating the paper work . I have a skills for dispute resolution and be able to greeting clients and visitors in a satisfying manner.

Preferred occupation	Filing clerk Administrative jobs
Preferred work location	Johannesburg Gauteng

Contacts and general information about me

Day of birth	1995-11-13 (29 years old)
Gender	Female
Residential location	Johannesburg Gauteng
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 2016.02 iki 2018.11
Degree	Degree
Educational institution	University of Zululand
Educational qualification	BA Industrial Sociology major with HR and Labour Law
I could work	I could work at human resources, Offices assistance, Admin clerk etc.

Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	very good

Computer knowledge

Excel, Word, Power point office.

Additional information

Driver licenses	B Light Vehicle ≤ 3,500kg
Driver license from	2021-05-00 (3 years)
Salary you wish	3500 R per month
How much do you earn now	1000 R per month