



Boitumelo Francis Thekiso

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Job Admin

Serve customers with a good personality

Save time for the Company

Make more money for the Company

| | |
|-------------------------|---|
| Preferred occupation | Administrators Administrative jobs |
| | Cashiers Retail, store jobs |
| | Business analyst IT, computing jobs |
| Preferred work location | Bloemfontein Free State |
| | Pretoria / Tshwane Gauteng |

Contacts and general information about me

| | |
|----------------------|---|
| Day of birth | 1993-12-15 (30 years old) |
| Gender | Male |
| Residential location | Other Free State Free State |
| 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 2015.09 iki 2015.11 |
| Company name | Webber's Retail Store |
| You were working at: | Cashiers |
| Occupation | R400 |
| What you did at this job position? | Cashier assist |

Working period **nuo 2016.07 iki 2016.10**
 Company name BKB
 You were working at: Farmers
 Occupation Stekkies
 What you did at this job position? Casual Stekkies

Working period **nuo 2020.12 iki 2021.04**
 Company name Lere La Thuto Secondary School
 You were working at: Teachers
 Occupation Assistant
 What you did at this job position? Education Assistant

Education

Educational period **nuo 2014.01 iki 2014.11**
 Degree Grade 12 / Matric
 Educational institution Lere La Thuto Secondary School
 Educational qualification Matric
 I could work Yes

Educational period **nuo 2018.01 iki 2020.11**
 Degree Certificate
 Educational institution Motheo TVET College
 Educational qualification N5 Business Management Certificate
 I could work Yes

Languages

| Language | Speaking level | Understanding level | Writing level |
|----------|----------------|---------------------|---------------|
| English | good | very good | very good |
| Sesotho | fluent | fluent | fluent |
| isiXhosa | good | good | basic |
| Sepedi | good | good | basic |
| Setswana | good | basic | basic |

Computer knowledge

Microsoft Word Program
 Microsoft Excel Program
 Database Program

Conferences, seminars

Public meetings(conference)

A formal meeting where discussion takes place(seminar)

Recommendations

| | |
|------------------|--------------------------------|
| Contact person | Masisedi |
| Occupation | Principal |
| Company | Lere La Thuto Secondary School |
| Telephone number | 0516731510 |
| Email address | lerelathuto@gmail.com |

Additional information

| | |
|--------------------------|---|
| Your hobbies | Reading Tactical sports activities Exercising |
| Driver licenses | None |
| Salary you wish | R6000 R per month |
| How much do you earn now | R2000 R per month |