



Constance Mabaso

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Permanent administration jobs

Preferred occupation Receptionist
Administrative jobs

Contacts and general information about me

Day of birth 1988-08-18 (35 years old)
Gender Female
Residential location Johannesburg
Gauteng
Telephone number *Information is available only for registered users.*
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Email address *Information is available only for registered users.*
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Work experience

Working period **nuo 2020.09 iki 2021.09**
Company name Department of education
You were working at: Personal assistant
Occupation Office clerk
What you did at this job position? Administrative duties in office

Education

Educational period **nuo 2014.01 iki 2016.12**
Degree Certificate
Educational institution Vhembe TVET College
Educational qualification Office Administration
I could work Administration jobs

Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent
Xitsonga	fluent	fluent	fluent

Tshivenda	fluent	good	basic
isiZulu	fluent	good	good
Sepedi	fluent	good	good

Computer knowledge

Microsoft Word, access, PowerPoint, outlook, excel.

Recommendations

Contact person	Mr HM Gudja
Occupation	HOD
Company	Jim Chavani high school
Telephone number	060 705 1075
Email address	Hlenganigidja69@gmail.com

Contact person	Mr HM Hanyani
Occupation	Principal
Company	Shikundu High School
Telephone number	082 389 7567
Email address	Shikunduhigh@gmail.com

Additional information

Your hobbies	Readings and Traveling
Driver licenses	None