



Malefu Cecilia Ntshetshe

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am looking for a job in an office management and technology, I was working as a student assistant at CUT Welkom Campus in an administration department. I was performing duties such as data capturing, photocopying , scanning documents student enquiry, answering the telephone and transferring Calls to relevant employees and I was also assisting with students admission applications and registration

I am a hardworking and reliable person, I respect every individual and I love working with others.

Preferred occupation Secretaries
 Administrative jobs

Contacts and general information about me

Day of birth 1992-10-15 (32 years old)
Gender Female
Residential location Welkom
 Free State
Telephone number *Information is available only for registered users.*
 [Sign in](#)
Email address *Information is available only for registered users.*
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Additional information

Salary you wish R15000 R per month
How much do you earn now R0 R per month