



Nokhanyo Mntsoke

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am a vibrant lady who is willing to gain more experience/grow in a company and hoping to find a permanent/stable job.

Preferred occupation

Receptionist
Administrative jobs

Cashiers
Retail, store jobs

Data capturers
Administrative jobs

Switchboard operator
Administrative jobs

Preferred work location

Queenstown
Eastern Cape

Cape Town
Western Cape

Johannesburg
Gauteng

Contacts and general information about me

Day of birth 1995-12-24 (28 years old)

Gender Female

Residential location Cape Town
Western Cape

Telephone number *Information is available only for registered users.*
[Sign in](#)

Email address *Information is available only for registered users.*
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Work experience

Working period **nuo 2019.10 iki 2021.08**
 Company name Netcampus
 You were working at: Administrators
 Occupation Receptionist
 What you did at this job position? • Answering of calls • Admin work • Exams, Test Centre administration exam written and passed • Exam Proctoring • Project Admin etc.

Education

Educational period **nuo 2016.01 iki 2017.06**
 Degree Certificate
 Educational institution College of cape town
 Educational qualification N6 Business management
 I could work yes

Languages

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

Computer knowledge

Microsoft office
 PowerPoint
 Adobe

Recommendations

Contact person Mary Carelse
 Occupation Branch manager
 Company Netcampus
 Telephone number 0218310550

Additional information

Your hobbies Reading
 claening
 Driver licenses None
 Salary you wish 7000 R per month
 How much do you earn now 5500 R per month