



# Nkateko Manyiki

Curriculum Vitae (CV)

## What job i'm looking for? My positive points

Receptionist

I have an experience in administration and I also have a computer practice certificate

Preferred occupation	Receptionist Administrative jobs
Preferred work location	Tzaneen Limpopo
	Polokwane / Pietersburg Limpopo
	Giyani Limpopo

## Contacts and general information about me

Day of birth	1997-10-17 (26 years old)
Gender	Female
Residential location	Tzaneen Limpopo
Telephone number	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>
Email address	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>

## Work experience

Working period	<b>nuo 2016.01 iki 2018.01</b>
Company name	Cybersnap computers
You were working at:	Agents
Occupation	Administration clerk
What you did at this job position?	I was a receptionist
Company name	Xibukulana high school
You were working at:	Principal
Occupation	Education assistant
What you did at this job position?	Teach learners

**Education**

Educational period                    **nuo 2018.06 iki 2019.06**  
Degree                                      Certificate  
Educational institution                Nkangala Tvet college  
Educational qualification              Business management N5  
I could work                                Admin

Educational period                    **nuo 2016.02 iki 2016.04**  
Degree                                      Certificate  
Educational institution                Xitsavi youth project  
Educational qualification              Computer Literacy  
I could work                                Administration clerk

**Languages**

<b>Language</b>	<b>Speaking level</b>	<b>Understanding level</b>	<b>Writing level</b>
Xitsonga	fluent	fluent	fluent
English	fluent	fluent	fluent

**Computer knowledge**

I know a knowledge behind the computer

**Recommendations**

Contact person                        Mongwe V  
Occupation                                Manager  
Company                                    Cybersnap computers  
Telephone number                        0606700491

**Additional information**

Driver licenses                         C1 Heavy Vehicle 3,500kg - 16,000kg  
Driver license from                     2021-04-00 (3 years)  
Salary you wish                         R5000 R per month  
How much do you earn now            R00 R per month