



# Yandiswa Mxhosa

Curriculum Vitae (CV)

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

Good Day

I am Yandiswa Mxhosa currently residing in Cape Town and working as Data Capturer at Inuka Fragrance's sales department. I am looking for an admin position; I have attached resume, and references. I have obtained a National diploma in Office Management and Technology from Cape Peninsula University of Technology and previously worked as Administration Clerk, Administrative Assistance and a Cashier.

I am a hardworking individual who is good at communication and working in a deadline-driven environment. As evident in my CV, I have demonstrated the skills required for admin and office assistant positions, and based on the work experience I have learned to perform well under pressure, with good interpersonal skills, honesty, integrity, confidence, reliability, working with independently and within a team and able to resolve conflict.

Preferred occupation	Filing clerk Administrative jobs
	Data capturers Administrative jobs
	Operations Clerk Administrative jobs
	Administrators Administrative jobs

## Contacts and general information about me

Day of birth	1993-09-07 (31 years old)
Gender	Female
Residential location	Cape Town Western Cape
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>

**Additional information**

Salary you wish	8000 R per month
How much do you earn now	7500 R per month