



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 (30 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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Additional information

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