



Nothando Nhlabathi

Curriculum Vitae (CV)

What job i'm looking for? My positive points

- 1) Admin Clerk.
- 2) Ability to work with many People, Working beyond normal working hours, Good team player, ability to absorb work pressure, Always strive to finish allocated tasks in time, Respect for set rules, Self Discipline.

Preferred occupation	Administrators Administrative jobs
Preferred work location	Mbombela / Nelspruit Mpumalanga

Contacts and general information about me

Day of birth	1997-09-25 (26 years old)
Gender	Female
Residential location	Mbombela / Nelspruit Mpumalanga
Telephone number	<i>Information is available only for registered users.</i> Sign in
Email address	<i>Information is available only for registered users.</i> Sign in

Work experience

Working period	nuo 2020.05 iki dabar
Company name	Sondeza Development and Investments
You were working at:	Supervisors
Occupation	Administrator
What you did at this job position?	Responsible for overall administration of company affairs, compile and manage company data, filing and storage of company information, data verification and cleaning.

Education

Educational period	nuo 2019.02 iki 2021
Degree	Diploma
Educational institution	Damelin
Educational qualification	Business Management
I could work	In any Sector

Languages

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

Computer knowledge

1. Microsoft Word
2. Microsoft Excel
3. Microsoft PowerPoint

Recommendations

Contact person	Sbu Shakwane
Occupation	Executive Director
Company	Sondeza Development and Investment
Telephone number	0711673091
Email address	swshakwane@gmail.com

Additional information

Driver licenses	None
Salary you wish	15000 R per month
How much do you earn now	8000 R per month