



Mokgethoa Ignatius Ngoatle

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am looking for administrative jobs so I can expand my learnings and gain experience in the field of work. I am willing to help organizations reach their organizational goals within their required period.

Preferred occupation	Personal assistant Administrative jobs
Preferred work location	Pretoria / Tshwane Gauteng

Contacts and general information about me

Day of birth	1998-08-19 (26 years old)
Gender	Male
Residential location	Pretoria / Tshwane Gauteng
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

Education

Educational period	nuo 2018.01 iki 2018.11
Degree	Grade 12 / Matric
Educational institution	Pretoria Institute of Learning
Educational qualification	Matric
Educational period	nuo 2019.01 iki 2019.12
Degree	Certificate
Educational institution	IIE Rosebank College
Educational qualification	Higher Certificate in Human Resources Practices
Educational period	nuo 2020.01 iki 2022.01
Degree	Degree
Educational institution	University of South Africa
Educational qualification	LLB (Bachelor of Laws) / Law degree

Languages

Language	Speaking level	Understanding level	Writing level
Sepedi	very good	very good	very good

Computer knowledge

I have studied and completed a module call Introduction to Personal Computing in 2019 at Rosebank college and that's where I got familiar with so many different software's. I can use a computer very well.

Recommendations

Contact person	Ms Moganedi
Occupation	Educator
Company	Dihlabakela high school
Telephone number	0606464355

Additional information

Your hobbies	Playing soccer Playing playstation games Traveling
Driver licenses	None
Salary you wish	8000 R per month