



Sejabaledi Selina Duba

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I'm looking for administration work/Job. The Role of office administration is very appealing to me, and I believe that I have strong managerial skills/experience. I am highly numerate, computer literate and I am able to learn and adapt new task.

Preferred occupation	Administrators Administrative jobs
Preferred work location	Kroonstad Free State

Contacts and general information about me

Day of birth	1997-01-14 (27 years old)
Gender	Female
Residential location	Kroonstad Free State
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

Occupation	Unemployed
What you did at this job position?	Admin Asdistance

Education

Educational period	nuo 2019.09 iki 2021.02
Degree	Certificate
Educational institution	Flavius Mareka TVET College
Educational qualification	Management Assistant
I could work	Mivrosoft(word, excel, power point), capturing, typing, copies,

Languages

Language	Speaking level	Understanding level	Writing level
Sesotho	good	good	good

Computer knowledge

Computer Literate

Microsoft (Word, Excel, Powerpoint)

Additional information

Your hobbies	Exercising Reading Adventure
Driver licenses	None
Salary you wish	R11 000 R per month