



# Patricia Thabisile Hlophe

Curriculum Vitae (CV)

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

I am looking for a Control Operator job in a safety security industry, with the experience of 4 years and more in security company, am interested in opportunity that will utilize my skills and experience in order to create a lasting client impact and build up my employer's reputation as well as establishing my career.

Preferred occupation	Control Room operator Security jobs
	Guards Security jobs
Preferred work location	Midlands KwaZulu-Natal

## Contacts and general information about me

Day of birth	1980-12-20 (43 years old)
Gender	Female
Residential location	Midlands KwaZulu-Natal
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>

## Work experience

Working period	<b>nuo 2006.06 iki 2008.12</b>
Company name	Willowfountain intermediate school
You were working at:	Secretaries
Occupation	Assistant secretary
What you did at this job position?	Answering calls ,taking messages and handling correspondence,Maintaining diaries and arranging appointments, Typing preparing and collecting reports

Working period **nuo 2009.11 iki 2017.03**  
 Company name Ilanga security company  
 You were working at: Control Room operator  
 Occupation CCTV Control room operator  
 What you did at this job position? Surpivise and direct the activities of assigned staff  
 Coordinate,prioritize assign task and projects ,Assist Supervisor  
 with the development of goals,objectives, policies and  
 procedures

Working period **nuo 2011.10 iki 2012.03**  
 Company name 10111 Centre Hilton  
 You were working at: Call Centre agent  
 Occupation Radio operator  
 What you did at this job position? Computer data capture, Administration duties , Answering  
 telephones

**Education**

Educational period **nuo 1995.01 iki 1999.11**  
 Degree Grade 12 / Matric  
 Educational institution Kwamthiyane high school  
 Educational qualification Certificate  
 I could work Administration , Security industry , Receptionist

Educational period **nuo 2006.06 iki 2007.03**  
 Degree Certificate  
 Educational institution Computer College South Africa  
 Educational qualification International Computing  
 I could work Receptionist and switchboard

**Languages**

Language	Speaking level	Understanding level	Writing level
English	good	good	good

**Computer knowledge**

Microsoft Windows  
 Microsoft Word  
 Internet & Email Communications  
 Microsoft Access

**Conferences, seminars**

Not applicable

## Recommendations

Contact person	Mr Samela
Occupation	Site manager
Company	Ilanga Security
Telephone number	0685223622
Email address	cbuuhlophe@gmail.com

## Additional information

Your hobbies	Listen to music Watching tv Going out
Driver licenses	None
Salary you wish	R4000.00 R per month
How much do you earn now	R00.00 R per month