



# Thabang Mokgope

Curriculum Vitae (CV)

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

I'm looking for a job that goes with my my qualifications as I did management Assistant but any job would be good because I will be gaining more experience. I am a fast learner a dedicated person and I would fully use my abilities and skills for the organization.

|                         |  |
|-------------------------|--|
| Preferred occupation    | <b>Administrators</b><br>Administrative jobs |
| Preferred work location | <b>Rustenburg</b><br>North West              |
|                         | <b>Lichtenburg</b><br>North West             |
|                         | <b>Mahikeng / Mafikeng</b><br>North West     |
|                         | <b>Mogwase</b><br>North West                 |
|                         | <b>Brits</b><br>North West                   |

## Contacts and general information about me

|                      |   |
|----------------------|---|
| Gender               | Female  |
| Residential location | <b>Rustenburg</b><br>North West   |
| Telephone number     | <i>Information is available only for registered users.</i><br><a href="#">Sign in</a> |
| Email address        | <i>Information is available only for registered users.</i><br><a href="#">Sign in</a> |

## Education

|                           |                                |
|---------------------------|--------------------------------|
| Educational period        | <b>nuo 2017.01 iki 2017.12</b> |
| Degree                    | Grade 12 / Matric              |
| Educational institution   | Olefile Secondary school       |
| Educational qualification | Grade 12                       |

|                           |                                |
|---------------------------|--------------------------------|
| Educational period        | <b>nuo 2019.01 iki 2021.06</b> |
| Degree                    | Diploma                        |
| Educational institution   | Mankwe orbit TVET college      |
| Educational qualification | Management Assistant           |

### Languages

| Language  | Speaking level | Understanding level | Writing level |
|-----------|----------------|---------------------|---------------|
| English   | fluent         | fluent              | fluent        |
| Setswana  | fluent         | fluent              | fluent        |
| Afrikaans | basic          | good                | good          |

### Computer knowledge

Excel, word processing and Microsoft office

### Recommendations

|                  |                          |
|------------------|--------------------------|
| Contact person   | Mrs Z Segwagwe           |
| Occupation       | LECTURE                  |
| Company          | Orbit TVET college       |
| Telephone number | 082 415 0452             |
| Contact person   | Mr Tlhabanelo            |
| Occupation       | Educator                 |
| Company          | Olefile Secondary school |
| Telephone number | 072 355 6533             |

### Additional information

|                          |  |
|--------------------------|--|
| Your hobbies             | I love working with computers, typing sorting out documents. Reading and exercising is part of my hobbies. |
| Driver licenses          | None   |
| Salary you wish          | 6000 R per month   |
| How much do you earn now | R0 R per month   |