

Patricia Matlhare

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I'm looking for office administrative, since i grow up I was looking forward to work at your company, and I am willing to grow with the company to bring a more effort it is now in the company. I am a hard worker, I can even work extra miles if there's a shortage of staff in the shift, so that the work can go up wards.

Preferred occupation

Administrators Administrative jobs

Preferred work location

Kuruman Northern Cape

Contacts and general information about me			
Day of birth	1991-04-13 (33 years old)		
Gender	Female		
Residential location	Kuruman Northern Cape		
Telephone number	Information is available only for registered users. <mark>Sign in</mark>		
Email address	Information is available only for registered users. <mark>Sign in</mark>		
Work experience			
You were working at:	Network administrators		
Occupation	Administrator		
What you did at this job position?	I was at a frond tesk to help the people who want to know information about the company how it works.		
Working period	nuo 2010.08 iki 2021.10		
Company name	Interteck		
You were working at:	Labourers		
Occupation	Sample prepared		
What you did at this job position?	Samples prepare and writeto write the name of production on the tag		
Education			

Educational period	nuo 2010.01 iki 2	nuo 2010.01 iki 2016.12		
Degree	Grade 12 / Matric			
Educational institution	Matric			
Educational qualification	Office Administrator			
I could work	Yes			
Languages				
Language	Speaking level	Understanding level	Writing level	
Setswana	fluent	very good	good	
Computer knowledge				
.Computer literate - internet, E-mail, MS Word and MS Excel				
.Strong Communication				
Recommendations				
Contact person	Lwazie			
Occupation	Supervisor			
Company	Interteck			
Telephone number	0781702528			
Additional information				
Your hobbies	Read and netball			
Driver licenses	None			
Driver licenses Salary you wish	None R12000 R per mont	h		

Jobin.co.za