



Orifha Ndanduleni

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I'm looking for Administrative jobs as is what i studied in tertiary, I'm passionate to follow the dream of being one of the best in terms of Administrative, however I'm the person who really have a passion in terms of exploring and learning different occupations like finance and also on the different industry.

Preferred occupation	Data capturers Administrative jobs
Preferred work location	Brits North West
	Pretoria / Tshwane Gauteng
	Potchefstroom North West

Contacts and general information about me

Day of birth	1996-09-28 (27 years old)
Gender	Male
Residential location	Brits North West
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

Working period	nuo 2021.03 iki dabar
Company name	Count It
You were working at:	Store person
Occupation	Stock counter
What you did at this job position?	Counting stock

Education

Educational period **nuo 2021.06 iki dabar**
 Degree Diploma
 Educational institution Tshwane University of Technology
 Educational qualification Administrative Management Finance
 I could work Admin office, data capture and Administrative jobs

Educational period **nuo 2015.12 iki dabar**
 Degree Grade 12 / Matric
 Educational institution David Mutshinyalo Secondary school
 Educational qualification National Curriculum Statement(NCS)

Languages

Language	Speaking level	Understanding level	Writing level
Tshivenda	fluent	fluent	fluent
English	good	good	good
Sepedi	good	good	basic
Setswana	good	good	basic

Computer knowledge

I did End User Computer module during the second year at the Tshwane University of Technology. Which consists of
 Microsoft Word
 Microsoft Excel
 Microsoft PowerPoint
 Microsoft Access and Microsoft Outlook.

Recommendations

Contact person Mr Nemifulani Justice
 Telephone number 0721920960

Additional information

Your hobbies Playing soccer and reading.
 Driver licenses C1 Heavy Vehicle 3,500kg - 16,000kg
 Driver license from 2019-07-00 (5 years)
 Salary you wish 7000-14000 R per month
 How much do you earn now 1700 R per month