



# Funiwe Tekana

Curriculum Vitae (CV)

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

I'm a fast learner and hubbly clean person hard working looking for a permanent or temporary job Shop Assistance, Cashier, Sales Reresentive, Junior Receptionist or Call Center with a basic salary willing to start immediately. Willing to travel within Pretoria and Cenutrion. Thank you.

Preferred occupation	<b>Shop assistants</b> Retail, store jobs
	<b>Sales representative</b> Sales jobs
	<b>Customer care agent</b> Administrative jobs
	<b>Receptionists</b> Hotel jobs
	<b>Part time jobs</b> Part time, weekend jobs
	<b>Marketing agent</b> Ads, marketing jobs
	<b>Waiters, waitresses</b> Restaurant, bar service jobs
	<b>Medical receptionist</b> Medicine, healthcare, nursing jobs
Preferred work location	<b>Pretoria / Tshwane</b> Gauteng

## Contacts and general information about me

Day of birth	1995-05-18 (29 years old)
Gender	Female
Residential location	<b>Pretoria / Tshwane</b> Gauteng
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 **nuo 2020.12 iki 2020.12**

Company name J Maphoso INC Speech\_audiologist

You were working at: Receptionists

What you did at this job position? Scheduling Appointments, Answering phone call and relaying to messages,responding to customer inquiries. Fax,mail or email evaluation reports and therapy physicians. Assistant with record keeping internal meetings and maintaining office equipment eg copiers , fax machine and scanner.

**Languages**

Language	Speaking level	Understanding level	Writing level
English	good	good	good
Afrikaans	good	good	basic
isiXhosa	good	good	basic
Sesotho	good	good	basic

**Recommendations**

Contact person Albert Pitiri

Occupation Receptionist

Company J Maphoso INC Speech\_audio

Telephone number 081 752 9428

Email address Speech\_audio@yahoo.com

  

Contact person Joseph Maphoso

Occupation Doctor

Company J Maphoso INC Speech\_audio

Telephone number 072 443 5454

**Additional information**

Driver licenses None

Salary you wish 6000 R per month

How much do you earn now 0.00 R per month