



# Dineo Makofane

Curriculum Vitae (CV)

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

With the reference of your advertised job in the website.I wish to apply for the General work position.

I believe I have the necessary skill and ability for this job.I am organized,resourceful,personable and a fast learner.

your company excels at customer service.A field I would like to Perdue a career.I am also very eager to become part of your team.Joining your organization would give me a chance to develop useful skills that will help me persue my long term career goals.

If you are interested in meeting me I'm available for interview weekday or anytime in weekend.

yours faithfully

Makofane Dineo

Preferred occupation	Generals General jobs
Preferred work location	Pretoria / Tshwane Gauteng

## Contacts and general information about me

Day of birth	1996-09-17 (27 years old)
Gender	Female
Residential location	Bronkhorspruit 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 2019.12 iki 2020.05**  
 Company name work force agency  
 You were working at: Generals  
 Occupation reliver  
 What you did at this job position? packing and scanning

**Education**

Educational period **nuo 2013.01 iki 2018.12**  
 Degree Grade 11  
 Educational institution Ubuhlebethu combined school  
 I could work yes

**Languages**

Language	Speaking level	Understanding level	Writing level
Sepedi	fluent	fluent	fluent
English	fluent	fluent	fluent
isiNdebele	very good	very good	very good

**Computer knowledge**

Proficient with Microsoft Word, Excel and PowerPoint  
 Composed and sent over 150 emails a week using Microsoft Outlook  
 Created and formatted simple office budget spreadsheets on Microsoft Excel  
 Wrote, edited and formatted documents on Microsoft Word  
 Organized tasks using Google Calendar

**Additional information**

Your hobbies Staying informed  
 Jernalizing  
 vacating plan  
 learning

Driver licenses C Extra Heavy Vehicle > 16,000kg

Driver license from 2018-06-00 (6 years)

Salary you wish 6000 R per month

How much do you earn now 00.00 R per month