



# Lisakhanya Sandi

Curriculum Vitae (CV)

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

I am looking for administration job

i am very head working person ,goal driven, with good communication skills , i am good in time management , i have leadership qualities and trustworthy

Preferred occupation                      Personal assistant  
Administrative jobs

Preferred work location                      Port Elizabeth  
Eastern Cape

## Contacts and general information about me

Day of birth                                      2004-09-27 (19 years old)

Gender    Female

Residential location                              Port Elizabeth  
Eastern Cape

Telephone number                              *Information is available only for registered users.*  
[Sign in](#)

Email address                                      *Information is available only for registered users.*  
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## Education

Educational period                              **nuo 2019.06 iki 2019.07**

Degree    Certificate

Educational institution                              workforce training academy pty (Ltd)

Educational qualification                              business administration

## Languages

Language	Speaking level	Understanding level	Writing level
isiXhosa	fluent	fluent	fluent
English	very good	fluent	very good
isiZulu	good	very good	basic

## Computer knowledge

i do have computer knowledge

i have certificate in basic introduction to computer i can work with Microsoft office /Microsoft word ,i can use PowerPoint and a leattle bit of excel

### Recommendations

Contact person	Daveden Goliath
Occupation	212B SECOND FLOOR PIER 14 SHOPPING CENTER
Company	workforce training academy
Telephone number	0414870473

### Additional information

Your hobbies	my hobbies are spar treatment stress relief
Driver licenses	None
Salary you wish	15 000 R per month