



# Vhulenda Deborah Ramudingane

Curriculum Vitae (CV)

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

- \* I'm good with computer
- \* I've got good communication skills
- \* I'm a fast learner
- \* I'm always positive with what ever I'm doing
- \* I will to learn new things

Preferred occupation	<b>Debtors clerk</b> Administrative jobs
	<b>Shop assistants</b> Retail, store jobs
	<b>Receptionist</b> Administrative jobs
	<b>Administrators</b> Administrative jobs
	<b>Filing clerk</b> Administrative jobs
	<b>Data capturers</b> Administrative jobs
	<b>Cleaners</b> Labour jobs
	<b>Generals</b> General jobs
Preferred work location	<b>Johannesburg</b> Gauteng

## Contacts and general information about me

Day of birth	1992-01-11 (32 years old)
Gender	Female
Residential location	East Rand 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 2021.11 iki 2022.08**  
 Company name Magagula Primary school  
 You were working at: Part time jobs  
 Occupation Office administrator  
 What you did at this job position? Receptionist

Working period **nuo 2020.07 iki 2020.09**  
 Company name Spec savers  
 You were working at: Shop assistants  
 Occupation Receptionist  
 What you did at this job position? Receptionist

Working period **nuo 2019.05 iki 2020.04**  
 Company name Carnival City  
 You were working at: Receptionists  
 Occupation Maintenance administrator  
 What you did at this job position? Maintenance administrator

**Education**

Educational period **nuo 2013.01 iki 2015.12**  
 Degree Certificate  
 Educational institution Ekurhuleni West College  
 Educational qualification Office Administrator L4

Educational period **nuo 2016.07 iki 2018.06**  
 Degree Certificate  
 Educational institution Ekurhuleni West College  
 Educational qualification Management Assistant N6

**Languages**

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent
Tshivenda	fluent	fluent	fluent
isiZulu	very good	very good	good
Sepedi	good	good	good

**Computer knowledge**

\* Email

\* Publisher

\* Microsoft word  
**Recommendations**

\* Excel

Contact person	N Mabote
Occupation	Ex- mentor
Company	Magagula Primary school
Telephone number	0825565437

Contact person	D Thafene
Occupation	Ex supervisor
Company	Carnival city
Telephone number	0118987572

**Additional information**

Driver licenses	C1 Heavy Vehicle 3,500kg - 16,000kg
Driver license from	2021-03-00 (3 years)
Salary you wish	R4000-R6000 R per month
How much do you earn now	Nothing R per month