



# Penelope Philander

Curriculum Vitae (CV)

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

I am searching for an HR job.

I have knowledge about business and entrepreneurship, Personnel management and Personnel training. I have gained experience with regards to the day-to-day operations and policies that a working environment entails. I am fully computer literate with good communication skills and group working. I am hardworking, honest, trustworthy, independent but always willing to learn.

Preferred work location                      Western Cape

## Contacts and general information about me

Day of birth                                      1997-06-24 (27 years old)  
Gender    Female  
Residential location                              Northern Suburbs  
    Western Cape  
Telephone number                                *Information is available only for registered users.*  
    [Sign in](#)  
Email address                                      *Information is available only for registered users.*  
    [Sign in](#)

## Work experience

Working period                                    **nuo 2021.01 iki 2022.12**  
Company name                                    Wesbank Primary School  
You were working at:                              Teacher  
What you did at this job position?            Assist teachers and learners in each way

## Education

Degree    Diploma  
Educational institution                              Boland college - Strand

## Languages

Language	Speaking level	Understanding level	Writing level
Afrikaans	fluent	fluent	fluent

**Computer knowledge**

I am fully computer literate and can operate:

- word
- excel ms office
- outlook
- e-mails,spreadsheets and PowerPoint presentations
- finance
- knowledge of cemis
- learnersI screening and capturing

**Additional information**

Salary you wish	R1500-20000 R per month
How much do you earn now	R7000 R per month