



Nyadi Matlou

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I'm a hard worker, a fast learner, disciplined and self motivated

Preferred occupation	Filing clerk Administrative jobs
Preferred work location	Tembisa Gauteng

Contacts and general information about me

Day of birth	1999-07-25 (24 years old)
Gender	Female
Residential location	Gauteng
Telephone number	<i>Information is available only for registered users.</i> Sign in
Email address	<i>Information is available only for registered users.</i> Sign in

Work experience

Working period	nuo 2021.05 iki 2022.10
Company name	Grace and Hope Special School
You were working at:	HR intern
Occupation	HR intern
What you did at this job position?	Filing, assisting the administrator, reception

Education

Educational period	nuo 2019.01 iki 2020.06
Degree	Certificate
Educational institution	Capricorn Tvet college
Educational qualification	N6

Languages

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

Computer knowledge

Microsoft word, windows 10

Microsoft Excel

Microsoft Publisher

Microsoft Teams

Conferences, seminars

None

Recommendations

Contact person	Mafa MN
Occupation	Principal
Company	Grace and Hope Special School
Telephone number	082 065 8877

Additional information

Your hobbies	Reading and writing Cooking Baking
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Driver licenses	None
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Salary you wish	3000 R per month
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