



Lucy Mahlodi Legodi

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am a hard working individual who is eager to learn new things and also a fast learner. I have good communication skills listening and good computer skills. I adapt quickly and always willing to go an extra mile. I believe in team work makes the dream work.

Preferred occupation	Call Centre agent Administrative jobs
	Cashiers Retail, store jobs
	Government jobs Government jobs
	Filing clerk Administrative jobs
Preferred work location	Pretoria / Tshwane Gauteng

Contacts and general information about me

Gender	Female
Residential location	Pretoria / Tshwane 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 2019.08 iki 2022.03
Company name	Pep stores
You were working at:	Shop assistants
Occupation	Shop Assistant
What you did at this job position?	Merchandising stock. Providing good customer service. General cleaning duties.

Working period **nuo 2022.03 iki 2023.03**
 Company name South African Police Service museum
 You were working at: Data capturers
 Occupation Administration clerk and data capturing
 What you did at this job position? Typing letters. Capturing leave forms. Compiling monthly reports. Capturing data as requested. Attend to telephone and email enquiries. Scanning and copying of documents

Education

Educational period **nuo 2017.02 iki 2019.02**
 Degree Diploma
 Educational institution Msc business college
 Educational qualification Diploma in International Tourism

Educational period **nuo 2012.01 iki 2016.12**
 Degree Grade 12 / Matric
 Educational institution Matric

Languages

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

Computer knowledge

Ms word
 Ms Excel
 Ms PowerPoint

Additional information

Driver licenses C1 Heavy Vehicle 3,500kg - 16,000kg
 Driver license from 2019-10-00 (4 years)
 Salary you wish R5000 R per month
 How much do you earn now Unemployed R per month