Thulisiwe Mqulwana

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I want to be part of the growth of the organisation, I'm looking for the next step where I can continue to grow and use the skills that I have to contribute to a company. I am looking for a reputation, career advancement and work balance.

Preferred occupation	**Administrators** Administrative jobs
	Customer care agent Administrative jobs
Preferred work location	**Cape Town** Western Cape
	Queenstown Eastern Cape
	East Rand Gauteng

Contacts and general information about me

Day of birth	1996-06-27 (28 years old)
Gender	Female
Residential location	Cape Town 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 2021.06 iki 2021.12**
Company name	Pretorius Park Clinic
You were working at:	Administrators
Occupation	Office administrator and data capturer
What you did at this job position?	Capturing data using the clinic spreadsheet to validate patients and attend weekly report and reports to relevant team members.

Education

Educational period	**nuo 2019.01 iki 2021.12**
Degree	Diploma
Educational institution	Tshwane University of Technology
Educational qualification	Administrative Information Management
I could work	I could as a data capturer, office administrator, and a clerk,

Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent
isiXhosa	fluent	fluent	fluent
isiZulu	fluent	fluent	fluent
Sepedi	basic	basic	basic

Computer knowledge

Microsoft Office, email internet, adobe and google

Recommendations

Contact person	Sr M Makhura
Occupation	Manager
Company	Pretorius Park Clinic
Telephone number	012 358 2121

Contact person	Mr Ralipeli
Occupation	Lecturer and WIL coordinator
Company	Tshwane University of Technology
Telephone number	0123825281

Additional information

Your hobbies	Studying computers Reading and watching documentaries
Driver licenses	None
Salary you wish	45000 R per month