



# Lesego Msezwa

Curriculum Vitae (CV)

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

I am looking for any administration work more especially data capturing. I have the ability to work under pressure, attention to details, developing plans for projects and I am self-motivated.

|                         |                                       |
|-------------------------|---------------------------------------|
| Preferred occupation    | Data capturers<br>Administrative jobs |
| Preferred work location | Johannesburg<br>Gauteng               |

## Contacts and general information about me

|                      |   |
|----------------------|---|
| Day of birth         | 1994-09-19 (30 years old)   |
| Gender               | Female  |
| Residential location | Johannesburg<br>Gauteng   |
| Telephone number     | <i>Information is available only for registered users.</i><br><a href="#">Sign in</a> |
| Email address        | <i>Information is available only for registered users.</i><br><a href="#">Sign in</a> |

## Work experience

|                                    |                                |
|------------------------------------|--------------------------------|
| Working period                     | <b>nuo 2012.12 iki 2013.11</b> |
| Company name                       | Mark labour                    |
| You were working at:               | Data capturers                 |
| Occupation                         | Data capture                   |
| What you did at this job position? | Capturing student results      |

## Education

|                           |                                |
|---------------------------|--------------------------------|
| Educational period        | <b>nuo 2010.01 iki 2012.12</b> |
| Degree                    | Grade 12 / Matric              |
| Educational institution   | Makgetse high School           |
| Educational qualification | Matric certificate             |
| I could work              | As a business owner            |

## Languages

| Language | Speaking level | Understanding level | Writing level |
|----------|----------------|---------------------|---------------|
|----------|----------------|---------------------|---------------|

English

very good

very good

very good

### Computer knowledge

Very good

### Conferences, seminars

Junior achievement South Africa enterprise education.

The program started in 2011 January and ended on the 14 of October 2011

### Recommendations

|                  |   |
|------------------|---|
| Contact person   | Maggie  |
| Occupation       | Teacher   |
| Company          | Junior achievement South Africa enterprise education.<br>Sponsored by Investec Bank |
| Telephone number | 0646663864  |
| Email address    |   |

### Additional information

|                          |   |
|--------------------------|---|
| Your hobbies             | I love reading, writing and discovering new things. |
| Driver licenses          | None  |
| Salary you wish          | 8000 R per month                                    |
| How much do you earn now | None R per month                                    |