



# Fikiswa Msutwana

Curriculum Vitae (CV)

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

I am looking for a job that will allow me to grow as a person and as an employee, I can do the work and deliver the exceptional results .

It is a great privilege for me to work in a reputed company like yours.when I read about it I found my skills matching your requirements where I can showcase my technical skills contribute to the company. I will put all my efforts for the good progress of my organization.

Preferred occupation	Administrators Administrative jobs
Preferred work location	Johannesburg Gauteng

## Contacts and general information about me

Day of birth	1992-08-29 (32 years old)
Gender	Female
Residential location	Johannesburg Gauteng
Telephone number	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>
Email address	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>

## Work experience

Working period	<b>nuo 2020.10 iki 2022.04</b>
Company name	Empilisweni District Hospital
You were working at:	Administrators
Occupation	Unemployed
What you did at this job position?	Administration Work
Working period	<b>nuo 2020.01 iki 2020.07</b>
Company name	Mlamlali's Funeral Parlour
You were working at:	Sales administrator
Occupation	Unemployed
What you did at this job position?	Claims admin

**Education**

Educational period **nuo 2018.07 iki 2019.11**  
 Educational institution Ikhala TVET college  
 Educational qualification National N Diploma in Public Management  
 I could work As an administrator

Educational period **nuo 2014.01 iki 2016.11**  
 Degree Grade 12 / Matric  
 Educational institution Ikhala TVET college  
 Educational qualification Generic Management NQF level 4  
 I could work General working

**Languages**

Language	Speaking level	Understanding level	Writing level
English	very good		very good
isiZulu	very good	very good	very good
isiXhosa	fluent	fluent	fluent

**Computer knowledge**

Microsoft word  
 Microsoft excel  
 PowerPoint  
 Internet

**Conferences, seminars**

N)A

**Recommendations**

Contact person Mrs IN Phomane  
 Occupation Nursing assistant manager  
 Company Empilisweni District Hospital  
 Telephone number 0655633224  
 Email address noxolophomane@ehealth.co.za

Contact person Mr NC Ntamo  
 Occupation Revenue Manager  
 Company Empilisweni District Hospital  
 Telephone number 0837750568  
 Email address nqabantamo@ehealth.co.za

### Additional information

Your hobbies	Listening radio Watching TV Family time
Driver licenses	None
Salary you wish	R10 000 R per month
How much do you earn now	R0 R per month