Matsatsi Koketso Ramachela

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Receptionist even promotion jobs

*I am highly motivated individual who is a hard worker and strive to be the best at everything that I do.

*I am highly energetic and have a positive attitude towards everything I do.

*Able to handle internal pressure and maintain a level head when tackling demanding tasks.

*Good problem solving skills.

*Adaptably able to adapt quickly to new environments and challenges.

*Able to lead and have good interpersonal skills e.g lead my school's Grade 10 debate team in 2020.

*work within a team or as an individual

*I am a quick learner who is always eager to learn, develop and grow myself in every aspect of my life as well as in a profession scope.

*verbal and writing skills.

Preferred occupation	Receptionist Administrative jobs
	Filing clerk Administrative jobs
	Personal assistant Administrative jobs
Preferred work location	Johannesburg Gauteng

Contacts and general information about me

Day of birth	2005-03-24 (19 years old)
Gender	Female
Residential location	Johannesburg Gauteng
Telephone number	*Information is available only for registered users.* Sign in
Email address	*Information is available only for registered users.* Sign in

Languages

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

Additional information

Your hobbies	*Reading books. *Social media. *Researching-learning new facts for general knowledge and development.
Salary you wish	4000 R per month