



Melicia Moapese

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Anything to do with data capturing or admin office based

Preferred occupation

Data capturers
Administrative jobs

Government jobs
Government jobs

Generals
General jobs

Learnership
Other jobs

Preferred work location

Bloemfontein
Free State

Contacts and general information about me

Day of birth

1993-03-06 (31 years old)

Gender

Female

Residential location

Kimberley
Northern Cape

Telephone number

Information is available only for registered users.
[Sign in](#)

Email address

Information is available only for registered users.
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Work experience

Working period

nuo 2022.03 iki 2023.06

Company name

Righ to care

You were working at:

Part time jobs

Occupation

Data Capturer

What you did at this job position?

Captured All important details of patients that are willing to get vaccinated and captured for the vaccinator that I would be paired with

Working period **nuo 2018.01 iki 2019.02**
 Company name Fishaways
 You were working at: Restaurant managers
 Occupation Assistant Manager
 What you did at this job position? Stock taking cashout all cashiers gvr all needed documents

Working period **nuo 2015.01 iki 2015.12**
 Company name Department of Education
 You were working at: Learnership
 Occupation Reading Coach
 What you did at this job position? I helped all the learners that had problems with reading and writing

Working period **nuo 2014.01 iki 2014.12**
 Company name Department of Education
 You were working at: Learnership
 Occupation Registry Clerk
 What you did at this job position? I backdated and captured all information of retired teachers

Education

Educational period **nuo 2007.01 iki 2011.12**
 Degree Grade 12 / Matric
 Educational institution Northern Cape High School

Educational period **nuo 2014.01 iki 2014.11**
 Degree Certificate
 Educational institution ATTI
 Educational qualification OAS and Project Management

Languages

| Language | Speaking level | Understanding level | Writing level |
|-----------|----------------|---------------------|---------------|
| English | good | good | good |
| Afrikaans | good | good | good |
| Setswana | good | good | good |

Computer knowledge

Yes

Additional information

Your hobbies Cooking
 Listening to music

| | |
|--------------------------|--|
| | Watching Movies Reading Novels and Bonding with my daughter |
| Driver licenses | None |
| Salary you wish | 15000 R per month |
| How much do you earn now | 9874 R per month |