



Bokati Ignatius Chauke

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I have good computer skills and a good administrative experience so official duties i can do best and i drive on regular basis so my driving skills are just as good , i am good with people and patience is my ultimate key i simply listening before i talk.

Preferred occupation	Data capturers Administrative jobs
	Car drivers Driver jobs
	Government jobs Government jobs
Preferred work location	Pretoria / Tshwane Gauteng

Contacts and general information about me

Day of birth	1991-02-08 (33 years old)
Gender	Male
Residential location	Pretoria / Tshwane Gauteng
Telephone number	<i>Information is available only for registered users.</i> Sign in
Email address	<i>Information is available only for registered users.</i> Sign in

Work experience

Working period	nuo 2020.12 iki 2022.08
Company name	Mveledzo primary school
You were working at:	Administrators
Occupation	Assistant administrator
What you did at this job position?	Data capture, typists, printer, & enrollment

Education

Educational period	nuo 2013.01 iki 2015.05
Degree	Certificate
Educational institution	Unisa
Educational qualification	Higher certificate in abet teaching
I could work	I could be a trainer

Languages

Language	Speaking level	Understanding level	Writing level
English	very good	very good	very good
Xitsonga	very good	very good	very good
Sesotho	very good	very good	very good
isiZulu	good	good	good
Afrikaans	basic	basic	basic
Tshivenda	basic	good	basic

Computer knowledge

A very good typist, word knowledge and a hardware knowledge

Conferences, seminars

I am talkative and i dont have stage freight so i can hold seminars

Recommendations

Contact person	Elizabeth
Occupation	Administrative assistant
Company	Mveledzo primary school
Telephone number	0826380170
Email address	Mveledzops1@gmail.com
Contact person	Princess manamela
Occupation	Manager
Company	Bird & co
Telephone number	0733588200
Email address	Balesegoprincess@gmail.com

Additional information

Your hobbies	I am a big gamer and i love fixing stuff currently have a shop repairing cellphones and computers
Driver licenses	C1 Heavy Vehicle 3,500kg - 16,000kg
Driver license from	2020-00-00 (4 years)
Salary you wish	8000 to 24 R per month

