



Mbali Lucia Dlongolo

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am looking for an administration job where i will be surecasing my computer skills, i want to help the company where i can through the hard word i do when i am given an opportunity , i am passionate about being a great asset to a company someone a company can rely on someone who go all out when they are given a chance.

Preferred occupation	Data capturers Administrative jobs
	Receptionist Administrative jobs
Preferred work location	Pretoria / Tshwane Gauteng

Contacts and general information about me

Day of birth	1994-04-21 (30 years old)
Gender	Female
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 2016.07 iki 2018.01
Company name	Shoprite
You were working at:	Cashiers
Occupation	Cashier
What you did at this job position?	Operating scanners, handling transaction between the store and customer, recieving and procesding all payments according to starndard procedures

Education

Educational period **nuo 2019.01 iki 2021.12**
 Degree Degree
 Educational institution University of South Africa
 Educational qualification BA health sciences and social services
 I could work I can work as a counsellor, psychologist once i obtain masters degree

Educational period **nuo 2012.01 iki 2012.06**
 Degree Certificate
 Educational institution National computer college
 Educational qualification 6 months computer literacy
 I could work I could work as clerck, receptionist, data capture and more

Languages

Language	Speaking level	Understanding level	Writing level
English	very good	very good	very good
SiSwati	very good	very good	very good

Computer knowledge

Computer literacy (Introduction to pc ,computer typing,MS windows, Ms word, excel power point) presentation and interpersonal skills.

Recommendations

Contact person N Mabokane
 Occupation Hr Manager
 Company Shoprite
 Telephone number 0117350340

Contact person G Dlamini
 Occupation Supervisor
 Company Shoprite
 Telephone number 0782962770

Additional information

Driver licenses None
 Salary you wish R5000 R per month
 How much do you earn now R0.00 R per month