



Elvis Gift Mcamphalala

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I'm looking for a office administration job because I've NCV Level 4 in office admin and 2 years experience working as an Office administrator and filing clerk

Preferred occupation	Administrators Administrative jobs
	Filing clerk Administrative jobs
	Personal assistant Administrative jobs
	Data capturers Administrative jobs
Preferred work location	Johannesburg Gauteng
	Pretoria / Tshwane Gauteng
	Sedibeng Gauteng
	East Rand Gauteng

Contacts and general information about me

Day of birth	1992-02-15 (32 years old)
Gender	Male
Residential location	Johannesburg Gauteng
Email address	<i>Information is available only for registered users.</i> Sign in

Work experience

Working period	nuo 2019.04 iki 2020.03
Company name	Balfour clinic
You were working at:	Administrators
Occupation	Office admin clerk
What you did at this job position?	Office work

Working period **nuo 2020.06 iki 2021.03**
 Company name Broadreach health care
 You were working at: Administrators
 Occupation Filing clerk
 What you did at this job position? Office work

Education

Educational period **nuo 2016.01 iki 2018.12**
 Degree Certificate
 Educational institution Gert Sibande College
 Educational qualification Ncv office administration level 4

Languages

Language	Speaking level	Understanding level	Writing level
isiZulu	fluent	fluent	fluent
English	fluent	fluent	fluent
Sesotho	basic	basic	basic

Computer knowledge

Windows
 Microsoft office
 Software

Additional information

Your hobbies Computer and music
 Driver licenses None
 Salary you wish R15000 R per month
 How much do you earn now R0 R per month