



# Boitshoko Moepi

Curriculum Vitae (CV)

## What job i'm looking for? My positive points

I'm a reliable person, committed, hardworking, punctual and a fast learner.

I've worked with a variety of people ( customers) as I've been in a retail store for a while so I'm able to adapt easily and a great problem solver.

Given a chance to prove my capabilities i will give it all my best to perform all my duties excellently.

I work well as an individual and with a team also.

Thank you

Preferred occupation

**Retail manager**

Retail, store jobs

**Filing clerk**

Administrative jobs

**Medical receptionist**

Medicine, healthcare, nursing jobs

**Secretaries**

Administrative jobs

Preferred work location

**Pretoria / Tshwane**

Gauteng

## Contacts and general information about me

Day of birth

1996-06-19 (28 years old)

Gender

Female

Residential location

**Pretoria / Tshwane**

Gauteng

Telephone number

*Information is available only for registered users.*

[Sign in](#)

Email address

*Information is available only for registered users.*

[Sign in](#)

## Work experience

Working period **nuo 2017.11 iki 2023.05**  
 Company name Blue falcon trading  
 You were working at: Shop manager  
 Occupation Store manager  
 What you did at this job position? Manage store monthly target , store admin, store merchandising, supervision of staff and their duties, stocktakes, handling customer queries,complaints and orders

Working period **nuo 2016.01 iki 2017.05**  
 Company name Nkomo internet Cafe  
 You were working at: Salesperson  
 Occupation Assistant  
 What you did at this job position? Cv, assignments typing , photocopying, sending emails and fax

### Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent
Setswana	fluent	fluent	fluent
isiZulu	good	good	good

### Computer knowledge

Microsoft office

### Conferences, seminars

No

### Recommendations

Contact person Mr Given Maroga  
 Occupation Area Manager  
 Company Blue falcon trading  
 Telephone number 0796870137  
 Email address Marogagiven87@gmail.com

### Additional information

Your hobbies Reading and jogging  
 Salary you wish R10+ R per month  
 How much do you earn now N/A R per month