



Makokoane Beauty Lentsoane

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am a dedicated and experienced finance students, seeking challenging opportunities where i can fully use my experience, skills and knowledge. I am hard working and honest individual. I am punctual and motivated individual who can work in a very busy environment and produce high quality of work. I am an excellent team worker and can take instructions from all levels and build up good working relationships with all colleagues.

Preferred occupation Administrators
 Administrative jobs

Preferred work location Gauteng

Contacts and general information about me

Gender Female

Residential location springs
 Gauteng

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 2022.06 iki 2023.10**

Company name Gauteng Department of Education

You were working at: Administrators

Occupation Finance and admin intern

What you did at this job position? monitoring and evaluation of funds allocated to schools, Supply chain of the district

Education

Educational period **nuo 2020.01 iki 2021.12**

Degree Certificate

Educational institution Ekurhuleni East Tvet College

Educational qualification N6 Financial management

Educational period **nuo 2015.01 iki 2019.12**
 Degree Grade 12 / Matric
 Educational institution Bopedi Bapedi Technical high
 Educational qualification Matric

Languages

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

Computer knowledge

Microsoft office
 SAGE PASTEL
 PASTEL PAYROLL
 PERSAL
 E-INVOICING
 SAP
 SRM
 BAS
 LOGIS
 P-CARD PROCUMENT
 SA SAMS

Conferences, seminars

N/A

Recommendations

Contact person Nomthandazo Kok
 Occupation Assistant Director
 Company Gauteng Department of Education (Gauteng East District)
 Telephone number 011 736 0831
 Email address Nomthandazo.kok@gauteng.gov.za

Additional information

Driver licenses None
 Salary you wish +R5000 R per month
 How much do you earn now R2500 R per month