



Itumeleng Koma

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I'm looking for a job where I'm going to learn new skills or apply the skills I already have. I want to work in an environment that allows me to grow and explore as an individual

Preferred occupation	Generals General jobs
Preferred work location	Pretoria / Tshwane Gauteng

Contacts and general information about me

Day of birth	2001-04-26 (23 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 2019.01 iki 2019.12
Company name	jermhoss event management
You were working at:	Decorators
Occupation	office administrator
What you did at this job position?	recieve call , make bookings for clients , file reciepts and proof of payment

Education

Educational period	nuo 2014.01 iki 2018.12
Degree	Grade 12 / Matric
Educational institution	derek kobe seniour secondary school
Educational qualification	matric certificate
I could work	yes

Educational period **nuo 2022.01 iki 2022.04**
Degree Certificate
Educational institution tshwane south collegee
Educational qualification n2 bricklaying and plastering theory
I could work yes

Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent
Sepedi	fluent	fluent	fluent
Afrikaans	basic	basic	basic
isiZulu	good	good	good

Computer knowledge

Microsoft PowerPoint , Microsoft excel , Microsoft word , Microsoft spreadsheet

Recommendations

Contact person paulina leso
Occupation manager
Company jermoss event management
Telephone number 0796373028

Additional information

Your hobbies chess , reading , netball
Driver licenses C1 Heavy Vehicle 3,500kg - 16,000kg
Driver license from 2022-05-00 (2 years)