



# Sinazo Lama

Curriculum Vitae (CV)

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

I am looking for Administrative jobs as i have a certificate in Management Assistant N6 and Office Administration L4, I have great communication skills, Proficient in English and Isixhosa and computer literate, proficient in the whole Microsoft office. I am a very hard working person, fast learner and very good in working under pressure.

Preferred occupation

**Data capturers**

Administrative jobs

**Government jobs**

Government jobs

**Receptionist**

Administrative jobs

**Filing clerk**

Administrative jobs

**Personal assistant**

Administrative jobs

**HR intern**

Management, human resources jobs

Preferred work location

**Port Elizabeth**

Eastern Cape

## Contacts and general information about me

Day of birth

2000-05-21 (24 years old)

Gender

Female

Residential location

**Port Elizabeth**

Eastern Cape

Telephone number

*Information is available only for registered users.*

[Sign in](#)

Email address

*Information is available only for registered users.*

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