



# Azola Mswelanto

Curriculum Vitae (CV)

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

I am seeking for a work where my experience can not only improve the status of the organization but also automate the working process to the best possible one. I am willing to occupy in any department as long it will help me expose and advance my career

Preferred occupation	Administrative jobs Administrators Administrative jobs
Preferred work location	Johannesburg Gauteng

## Contacts and general information about me

Gender	Female
Residential location	Port Elizabeth Eastern Cape
Telephone number	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>
Email address	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>

## Work experience

Working period	<b>nuo 2021.02 iki dabar</b>
Company name	Shell ultra city garage
You were working at:	Administrators
Occupation	Admin assistant
What you did at this job position?	Keeping well organized files and records of business activities

## Education

Degree	Degree
Educational institution	Walter Sisulu University
Educational qualification	Advanced Diploma in Public management

## Languages

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

### Recommendations

Contact person	Chuma Yalezo
Occupation	Manager
Company	Shell ultra city garage
Telephone number	0632484114
Email address	Chuma.yalezo@gmail.com

### Additional information

Salary you wish	R7000,00 R per month
How much do you earn now	R6500,00 R per month