



Seele Kopanaang Lebenya

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I'm looking for a good job so i can take care of my family .I'm a hardworker goal oriented person who like to have challenges on the job environment, i adopt easily and i will like to work has a group .my mind purpose is to active the goals on the business .

Preferred occupation	Administrators Administrative jobs
Preferred work location	Rustenburg North West East Rand Gauteng

Contacts and general information about me

Day of birth	2000-03-08 (24 years old)
Gender	Male
Residential location	Matatiele Eastern Cape
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 2022.06 iki 2022.12
Company name	Social development
You were working at:	Receptionists
Occupation	Data capturing
What you did at this job position?	i was capturing the information of NGOs

Education

Educational period	nuo 2020.01 iki 2022.12
Degree	Grade 12 / Matric
Educational institution	Ingwe TVET college
Educational qualification	Office Administration
I could work	yes

Languages

Language	Speaking level	Understanding level	Writing level
Sesotho	fluent	fluent	fluent
English	fluent	very good	fluent
Setswana	very good	very good	good
isiXhosa	very good	very good	good
Afrikaans	basic	basic	good
isiZulu	good	good	good

Computer knowledge

i have experience on Computer literacy, Excel, power point, marcosoft word ,Access and outlook.

Conferences, seminars

N/A

Recommendations

Contact person	Mr Kebe
Occupation	A Teacher
Company	Ingwe TVET College
Telephone number	0796005032

Additional information

Your hobbies	Reading newspaper Soccer Solving problem Investigative reporter
Driver licenses	None
Salary you wish	R9789,95 R per month
How much do you earn now	R5399,00 R per month