



# Sinoyolo Nqeto

Curriculum Vitae (CV)

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

Can be any Job as I want to work and be responsible of my family. I am a polite and caring person with dreams, I have Office Administration NQF level 4 Qualification and Management Assistant NQF Level 5 with no experience but I have Microsoft skills and I am pretty much sure you won't regret yourself for employing me

Preferred occupation	Receptionist Administrative jobs
	Call Centre agent Administrative jobs
	Shop assistants Retail, store jobs
Preferred work location	Southern Peninsula Western Cape
	Anywhere around Eastern Cape

## Contacts and general information about me

Day of birth	1998-06-18 (26 years old)
Gender	Female
Residential location	Mount Frere 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>

## Education

Educational period	<b>nuo 2019.01 iki 2021.11</b>
Degree	Grade 12 / Matric
Educational institution	Ingwe Tvet
Educational qualification	Office Administration
I could work	Personal Assistant

Educational period	<b>nuo 2022.01 iki 2023.06</b>
Degree	Certificate
Educational institution	Ingwe Tvet
Educational qualification	Management Assistant
I could work	Receptionist, Secretary

### Languages

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

### Additional information

Driver licenses	None
Salary you wish	R9000 R per month
How much do you earn now	R0 R per month