



Rummahnah Ebrahim

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I'm a young dedicated, organized individual that can work fast with supervision. I focus on the Maintenance of the workplace, on improving my work experience and skills, communication with colleagues, respect and understanding of the workplace. I always take company values into consideration, I have basic experience, however I do have much to learn but I can assure you that I'm a fast learner that's keen and willing to learn and develop new skills. I am dedicated and always maintain a professional impression. I'm looking for an opportunity that will let me build a solid professional foundation. I always take pride in what I do, I am Reliable and often seek new responsibilities.

Preferred occupation Receptionists
Hotel jobs

Preferred work location Johannesburg
Gauteng

Contacts and general information about me

Gender Female

Residential location Johannesburg
Gauteng

Telephone number *Information is available only for registered users.*
[Sign in](#)

Email address *Information is available only for registered users.*
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Work experience

Working period **nuo 2022.07 iki 2023.08**

Company name WLOA APARTMENTS

You were working at: Receptionists

Occupation Receptionist

What you did at this job position? Customer service, office support, Sales, Computer duties, Handling important documents.

Education

Educational period	nuo 2010.01 iki 2022.03
Degree	Grade 12 / Matric
Educational institution	MARLBORO GARDENS SECONDARY
Educational qualification	Studying

Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent

Computer knowledge

Microsoft Office

Excel

Word

Internetnetwork

Typing

Editing

Additional information

Your hobbies	Interior Design Decorator Office support Profesional etiquette Writing skills Tutoring Editing
Driver licenses	None
Salary you wish	15000 R per month