



# 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	<b>nuo 2010.01 iki 2022.03</b>
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