



Kamogelo Thabetha

Curriculum Vitae (CV)

What job i'm looking for? My positive points

HR intern

Job entry level

Preferred occupation

HR intern

Management, human resources jobs

Filing clerk

Administrative jobs

Data capturers

Administrative jobs

Academic officer

Management, human resources jobs

Preferred work location

Polokwane / Pietersburg

Limpopo

Contacts and general information about me

Day of birth

1998-12-14 (25 years old)

Gender

Female

Residential location

Pretoria / Tshwane

Gauteng

Telephone number

Information is available only for registered users.

[Sign in](#)

Email address

Information is available only for registered users.

[Sign in](#)

Work experience

Working period

nuo 2022.01 iki 2022.12

Company name

Parkton college

You were working at:

Receptionists

Occupation

Volunteering as Admin assistant

What you did at this job position?

Filing, data capturing, greeting visitors, scheduling meetings, helping students with their portal,

Working period **nuo 2023.05 iki 2023.09**
 Company name Maduma primary
 You were working at: Teachers
 Occupation Assistant teacher
 What you did at this job position? Teaching students, assisting teachers in the classroom.
 Cleaning the classroom, toilet and yard

Education

Educational period **nuo 2021.05 iki 2022.12**
 Degree Honours
 Educational institution University of Venda
 Educational qualification Honors in Human Resource management
 I could work As an HR assistant, administrators, receptionist

Educational period **nuo 2017.01 iki 2020.12**
 Degree Degree
 Educational institution University of Venda
 Educational qualification Bachelor degree in Human Resource management
 I could work Human Resource intern. Administrator. Receptionist

Educational period **nuo 2012.01 iki 2016.12**
 Degree Grade 12 / Matric
 Educational institution Mmamolope Secondary School
 Educational qualification Grade 22

Languages

Language	Speaking level	Understanding level	Writing level
English	very good	good	very good
Sepedi	fluent	fluent	fluent

Computer knowledge

I have knowledge of Microsoft Word. Excel, PowerPoint.
 I also have knowledge of outlook and internet.

Additional information

Driver licenses C1 Heavy Vehicle 3,500kg - 16,000kg
 Driver license from 2022-00-00 (2 years)
 Salary you wish 9000 R per month
 How much do you earn now 00 R per month