



Masebalese Floyet Mzimba

Curriculum Vitae (CV)

What job i'm looking for? My positive points

A recent graduate with a Bachelor of Administration from the university of Free State. Although i do not processes the relevant experience required i believe my past experience from Botle Bja Africa Lodge has provided me with enough exposure dealing with employees and their performance matters. furthermore, the qualification studied has covered extensively the Human Resource subject including performance management in detail. iam a fast learner that grasp concepts easily and quickly. for any concept i am not familiar with, i will ensure that i do my prior research and ask questions where necessary.

Preferred occupation	Administrators Administrative jobs
Preferred work location	Johannesburg Gauteng

Contacts and general information about me

Day of birth	1924-01-22 (100 years old)
Gender	Female
Residential location	Sedibeng Gauteng
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 2019.01 iki 2023.12
Company name	Botle Ba Afrika Lodge Bedworthpark
You were working at:	Administrators
Occupation	admin assistant
What you did at this job position?	general administration

Education

Educational period	nuo 2021.02 iki 2023.11
Degree	Degree
Educational institution	university of free state
Educational qualification	bachelor of administration
I could work	administrator

Languages

Language	Speaking level	Understanding level	Writing level
Sepedi	fluent	fluent	fluent

Computer knowledge

excellent communication skills
proficiency in microsoft
attention to details

Recommendations

Contact person	ms fenyane
Occupation	founder of botle bja africa
Company	botle ba africa
Telephone number	0670072714
Email address	manager@botlebaafricalodge.com

Additional information

Driver licenses	None
Driver license from	2024-01-00 (0 years)
Salary you wish	20000 R per month
How much do you earn now	4000 R per month