



Thato Mbulelo Rampai

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Office Admin/Administrator. I am looking forward forward to being employed by any company. I am ready to help the team to achieve the aims and vision of the company.

Preferred occupation	Administrators Administrative jobs
Preferred work location	Rustenburg North West

Contacts and general information about me

Day of birth	1998-06-04 (26 years old)
Gender	Male
Residential location	Rustenburg North West
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 2019.06 iki 2022.07
Company name	Thuso Primary School
You were working at:	Administrators
Occupation	Administrative Assistant
What you did at this job position?	Data capture, filling, scan documents and Email and do do copies, drafting notes
Working period	nuo 2018.06 iki 2019.06
Company name	Insure Africa
You were working at:	Agents
Occupation	Supervisor Agent
What you did at this job position?	Approaching clients, breaaf agents with new strategy of business

Education

Educational period **nuo 2006.01 iki 2018.04**
 Degree Grade 12 / Matric
 Educational institution Batlhaping High School
 Educational qualification Information Technology
 I could work Administration

Educational period **nuo 2020.01 iki 2022.02**
 Degree Diploma
 Educational institution Alison
 Educational qualification Information Technology
 I could work Administration

Languages

Language	Speaking level	Understanding level	Writing level
Setswana	very good	very good	very good
English	good	good	good

Computer knowledge

Typing Skills
 Microsoft word
 Microsoft Excel Basic
 Microsoft PowerPoint Basic

Recommendations

Contact person B.M Matolong
 Occupation Former Principal
 Company Thuso Primary School
 Telephone number 072 738 3055
 Email address banabotlhemarymatolong@gmail.com

Additional information

Your hobbies TV
 Soccer
 Athletics
 Read Books
 Driver licenses None
 Salary you wish R16 000 R per month
 How much do you earn now R0 R per month