



# Sabelo Mtshali

Curriculum Vitae (CV)

## What job i'm looking for? My positive points

Experienced Administration clerk with a demonstrated history of working at an Operational Trust (ORT SA). Skilled in working at the admin/reception, performing a variety of administrative and clerical tasks. Providing support to my manager and employees, assisting in daily office needs and managing a company's general administrative activities. Preparing reports and maintaining appropriate filing systems. Holding a bachelor's degree in public administration Focused in Management and Public Admin from University of KwaZulu-Natal.

Preferred occupation	Administrators Administrative jobs
	Debtors clerk Finance jobs
Preferred work location	Johannesburg Gauteng

## Contacts and general information about me

Day of birth	1996-07-21 (28 years old)
Gender	Male
Residential location	midrand Gauteng
Telephone number	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>
Email address	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>

## Education

Educational period	<b>nuo 2016.01 iki 2021.12</b>
Degree	Degree
Educational institution	UKZN
Educational qualification	B.ADMINISTRATION IN PUBLIC ADMIN & MANAGEMENT
I could work	ANY OFFICE WORK OR GENERAL WORK

## Additional information

Driver licenses	None
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Salary you wish 15000 R per month

How much do you earn now 10000 R per month