



Nyiko Gift Phillipe

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I'm looking for office job like administration, finance office, clerk, dump truck (ADT) , human resources clerk and more because i studied Business Management N6 and also studied Local Government Management Diploma. I can also work with computer because i did computer practice with micro soft word , excel , power point , access, outlook and databases.

| | |
|-------------------------|---|
| Preferred occupation | <p>computer skills IT, computing jobs</p> <p>Administrators Administrative jobs</p> <p>Truck drivers Driver jobs</p> <p>HR intern Management, human resources jobs</p> <p>Finance officer Finance jobs</p> |
| Preferred work location | <p>Other Limpopo Limpopo</p> |

Contacts and general information about me

| | |
|----------------------|---|
| Day of birth | 1987-09-18 (37 years old) |
| Gender | Female |
| Residential location | Phalaborwa Limpopo |
| 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 2018.11 iki 2019.11 |
| Company name | South African Police Service |
| You were working at: | HR intern |
| Occupation | Human Resource Management |
| What you did at this job position? | Ensure proper administration and management of files and records |

Education

| | |
|---------------------------|---|
| Educational period | nuo 2009.01 iki 2012.11 |
| Degree | Diploma |
| Educational institution | Tshwane University of Technology |
| Educational qualification | National Diploma in Local Government Management |
| I could work | as an HRM Clerk |

| | |
|---------------------------|--------------------------------|
| Educational period | nuo 2022.07 iki 2023.12 |
| Degree | Certificate |
| Educational institution | Mopani TVET College |
| Educational qualification | Business Management |
| I could work | as an financial clerk |

Languages

| Language | Speaking level | Understanding level | Writing level |
|----------|----------------|---------------------|---------------|
| English | fluent | fluent | fluent |
| Xitsonga | fluent | fluent | fluent |

Computer knowledge

Adobe photoshop
 Microsoft Office
 Windows

Additional information

| | |
|--------------------------|-------------------------------------|
| Driver licenses | C1 Heavy Vehicle 3,500kg - 16,000kg |
| Driver license from | 2022-04-00 (2 years) |
| Salary you wish | 15000 R per month |
| How much do you earn now | 3000 R per month |