



# Yonela Hlanekela

Curriculum Vitae (CV)

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

Office Assistant, clerk, administrator and Receptionist.

I'm young motivated will to lean, ambitious and i like to be challenged. I have experience as a clerk was a great experience and nice job.

Preferred occupation	Receptionist Administrative jobs
Preferred work location	Mahikeng / Mafikeng North West

## Contacts and general information about me

Day of birth	1993-12-02 (31 years old)
Gender	Male
Residential location	Mahikeng / Mafikeng North West
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>

## Work experience

Working period	<b>nuo 2022.04 iki 2023.05</b>
Company name	Sipolweni sps
You were working at:	Data capturers
Occupation	Clerk assistant
What you did at this job position?	Data capturing, filing, dask job and cleaning.

## Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent
isiXhosa	fluent	fluent	fluent
Sesotho	fluent	fluent	fluent

## Computer knowledge

End user computer literacy full course

### Recommendations

Contact person	Miss T Mthembu
Occupation	Clerk
Company	Sipolweni sps
Telephone number	0739665801

Contact person	Mr T.C Mnini
Occupation	Principal
Company	Sipolweni sps
Telephone number	0732470786

### Additional information

Your hobbies	Soccer, movies and reading
Driver licenses	C1 Heavy Vehicle 3,500kg - 16,000kg
Driver license from	2024-03-00 (0 years)
Salary you wish	R8000 R per month
How much do you earn now	R4000 R per month