



Asavela Mtsewu

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am looking for Admin Assistant position. I have 2 years of experience working as an intern

Preferred occupation	Data capturers Administrative jobs
Preferred work location	Umtata / Mthatha Eastern Cape

Contacts and general information about me

Day of birth	1994-02-27 (30 years old)
Gender	Female
Residential location	Umtata / Mthatha Eastern Cape
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 2023.02 iki 2024.08
Company name	OR Tambo district Municipality
You were working at:	Training
Occupation	Council and Committee at legislative services
What you did at this job position?	Capturing Documents Preparing For Council ,keep and maintaining filling system

Education

Educational period	nuo 2018.07 iki 2019.12
Degree	Diploma
Educational institution	King Hintsa TVET College
Educational qualification	Diploma in Public Management
I could work	With team and under pressure

Languages

Language	Speaking level	Understanding level	Writing level
----------	----------------	---------------------	---------------

English

good

good

good

Computer knowledge

Yes

Conferences, seminars

No

Additional information

Driver licenses

None

Salary you wish

R6000 R per month

How much do you earn now

Not working R per month