

Naledi Ntoane

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Dear HR Manager

I am writing to express my interest in the Administrator position at Harmony, as advertised. With my background in administrative support, attention to detail, and organizational skills, I am confident in my ability to contribute to the efficient operations of your team.

I am seeking a role where I can apply my strong communication skills, ability to manage multiple tasks, and proficiency with office software to help streamline operations. I am highly organized, dependable, and excel at problem-solving. Additionally, my ability to work both independently and as part of a team makes me well-suited for this position.

I would welcome the opportunity to discuss how my skills and experiences align with your needs. Thank you for considering my application. I look forward to the possibility of contributing to your team at Harmony Mine.

Sincerely,

Naledi Ntoane

ntoanenaledi2@gmail.com

0717656320

Preferred occupation Operations Clerk

Administrative jobs

Administrators
Administrative jobs

Preferred work location Welkom

Free State

Contacts and general information about me

Day of birth 2003-01-25 (21 years old)

Gender Female

Residential location Kroonstad

Free State

Telephone number Information is available only for registered users.

Sign in

Information is available only for registered users. Sign in Email address

Additional information

16000-20000 R per month Salary you wish

How much do you earn now R4500 R per month