



# Thandeka Ndebele

Curriculum Vitae (CV)

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

I am a hard worker willing to learn new things ,I can work as a team or as individual.

Preferred occupation	Administrators Administrative jobs
Preferred work location	Mbombela / Nelspruit Mpumalanga  Barberton Mpumalanga

## Contacts and general information about me

Day of birth	1986-09-18 (37 years old)
Gender	Female
Residential location	Barberton Mpumalanga
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 2013.10 iki 2016.06</b>
Company name	umjindi resource centre
You were working at:	Receptionists
Occupation	admin
What you did at this job position?	assist the manager

## Education

Educational period	<b>nuo 2013.10 iki 2014.05</b>
Degree	Certificate
Educational institution	national computer college
Educational qualification	certificate
I could work	as admin /receptionist or any general worker

## Languages

<b>Language</b>	<b>Speaking level</b>	<b>Understanding level</b>	<b>Writing level</b>
English	very good	good	very good
SiSwati	good	very good	do not know

### **Computer knowledge**

Ms Word, Ms Excel, basic typing, Ms Word, Ms Outlook

### **Recommendations**

Contact person	mattilda mndawe
Occupation	manager
Company	umjindi resource centre
Telephone number	0137126552
Email address	mthilda@yahoo.com

### **Additional information**

Your hobbies	I like watching news, playing netball and knitting
Salary you wish	3500 R per month
How much do you earn now	2500 R per month