



Mamonyane Moeketsi

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am a mosotho woman aged 29 and I have attended at Limkokwing University of Creative Technology pursuing BA (Hons) in Tourism management and I graduated in 2012. I worked as office administrator at NUCCA W offices Maseru Lesotho. I then volunteered at Maseru City Council during SAIMSA games, then worked as an enumerator during Post Enumeration Survey 2016 in ministry of Development Planning Lesotho. I recently worked as Data Processor at National Identity and Civil Registration in the Ministry of Home Affairs Lesotho.

I would welcome a chance to work with your company. I am also able to work under pressure and abide by the rules of the company.

Thank you in advance

Preferred occupation Administrators
Administrative jobs

Receptionists
Hotel jobs

Preferred work location Welkom
Free State

Pretoria / Tshwane
Gauteng

Other Limpopo
Limpopo

Contacts and general information about me

Day of birth 1989-09-24 (34 years old)

Gender Female

Residential location Lesotho Maseru
Free State

Telephone number *Information is available only for registered users.*
[Sign in](#)

Email address *Information is available only for registered users.*
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Work experience

Working period **nuo 2013.01 iki 2013.12**
 Company name NUCCA
 You were working at: Administrators
 Occupation Office administration
 What you did at this job position? help with all office duties

Working period **nuo 2015.09 iki 2015.09**
 Company name Maseru City Council
 You were working at: Other jobs
 Occupation game volunteer
 What you did at this job position? preparing for the games

Working period **nuo 2016.04 iki 2016.05**
 Company name Beureau of Statistics Lesotho
 You were working at: Other jobs
 Occupation Enumerator
 What you did at this job position? conducting research and taking personal data from each household

Working period **nuo 2017.05 iki 2017.10**
 Company name National Identity and Civil Registration
 You were working at: Generals
 Occupation Data processor
 What you did at this job position? Form filling, data entry and verification

Education

Educational period **nuo 2008.08 iki 2012.07**
 Degree Honours
 Educational institution Limkokwing University
 Educational qualification BA (Hons) in Tourism management
 I could work very hard

Languages

Language	Speaking level	Understanding level	Writing level
English	very good	very good	very good
Sesotho	fluent	fluent	fluent

Computer knowledge

Microsoft office, excel, adobe reader

Recommendations

Contact person	MR. ET Ramochela
Occupation	Secretary General
Company	NUCCAW
Telephone number	+266 62003456

Additional information

Your hobbies	I like reading, traveling and exploring a lot.
Driver licenses	None
Salary you wish	Not less than 10000 R per month