



# Silungile Innocentia Mpungose

Curriculum Vitae (CV)

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

Durban.I am open and friendly I like to work with people that is why I have choose Public Management career. I am a hard worker and I am willing to work extra hours as long as the work is done and accurately. I have experience in promotions,answering calls and all admin work as I have done human resources. I deserve the job because I have all the necessary skills I think that are needed thank you.

Preferred occupation	Administrators Administrative jobs
Preferred work location	Durban City KwaZulu-Natal

## Contacts and general information about me

Gender	Female
Residential location	Durban City KwaZulu-Natal
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 2015.11 iki 2016.03</b>
Company name	Department of Health
You were working at:	Administrators
Occupation	Supply chain, finance Management and Human resources
What you did at this job position?	Filling,queries,writting minutes in meetings,making orders in supply chai

## Education

Educational period	<b>nuo 2014.02 iki 2016.11</b>
Degree	Diploma
Educational institution	Durban University of Technology
Educational qualification	Public Management
I could work	At any company

**Languages**

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

**Computer knowledge**

PowerPoint, Excel, Word

**Conferences, seminars**

I have attended world of work(WOW) on the 28th of September 2016 that helped me know and I understand the work that I want to do and what is needed of me once I'm employed such as communication skills, leadership and motivation.

**Recommendations**

Contact person	Mrs Khumalo
Occupation	Manager
Company	Department of Health
Telephone number	031 459 6300
Email address	Maud.khumalo@kznhealth.gov.za

**Additional information**

Your hobbies	I like cooking, playing games and be around people and socialise
Driver licenses	None
Salary you wish	R10 000 R per month