



# Pumula Dhladhla

Curriculum Vitae (CV)

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

As you will see on my CV I have several years of experience in a variety of fields including Sales, Marketing and Administration. In addition to my extensive office experience I have strong communication, customer service and administrative skills. My broad background has equipped me with a range of skills that is imperative to every organization. I am comfortable with sourcing and handling confidential data. Balancing full time work and part time studies I have perfected my time management and organizational skills.

Preferred occupation	<b>Administrators</b> Administrative jobs
	<b>Hotel managers</b> Hotel jobs
	<b>Marketing Management</b> Management, human resources jobs
	<b>Marketing managers</b> Ads, marketing jobs
Preferred work location	<b>Johannesburg</b> Gauteng
	<b>Pretoria / Tshwane</b> Gauteng
	<b>Durban City</b> KwaZulu-Natal
	<b>Cape Town</b> Western Cape

## Contacts and general information about me

Day of birth	1983-09-02 (41 years old)
Gender	Male
Residential location	<b>Johannesburg</b> Gauteng
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 2012.03 iki dabar</b>
Company name	Yuan Hang Corporation
You were working at:	Administrators
Occupation	Admin Manager
What you did at this job position?	Manage, organise and update company resources and information

**Education**

Educational period	<b>nuo 2016.01 iki dabar</b>
Degree	Degree
Educational institution	IMM
Educational qualification	Current studies

**Languages**

<b>Language</b>	<b>Speaking level</b>	<b>Understanding level</b>	<b>Writing level</b>
English	fluent	fluent	very good
isiZulu	good	good	basic

**Computer knowledge**

Ms word, excel and internet

**Recommendations**

Contact person	Lameck Mhangagwa
Occupation	Operations Director
Company	Yuan Hang Corporation
Telephone number	+263772875406
Email address	lameckmhangagwa@gmail.com

**Additional information**

Your hobbies	Sport, Reading, Traveling and Music
Driver licenses	B Light Vehicle ≤ 3,500kg
Driver license from	2012-09-00 (12 years)
Salary you wish	15 000.00 R per month
How much do you earn now	12 000.00 R per month