



Mogwai Annah Mojapelo

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Any job that can give me income to take care of my daughter and my self, but for now am still studying part time as i am trying to complete my diploma, am doing management assistant N5 and am currently doing my internship at South African police service and it will end in march 2017. I did lot of things in my internship mostly office work * record all the administrative related function

- * manage the borrowing of the state property
 - * obtain, distribute and and duplicate general correspondence
 - * update and distribute HRM related matters and documents pertaining to leaves
 - * handle the stationery, expandable items and equipment
- able to work with different kind of people an can work under pressure.

Preferred occupation	Secretaries Administrative jobs
Preferred work location	Johannesburg Gauteng

Contacts and general information about me

Day of birth	1993-11-23 (31 years old)
Gender	Female
Residential location	Pretoria / Tshwane Gauteng
Telephone number	<i>Information is available only for registered users.</i> Sign in
Email address	<i>Information is available only for registered users.</i> Sign in

Additional information

Salary you wish	11000 R per month
How much do you earn now	4000 R per month