



Sthobile Mhlongo

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am looking for a job where I can use my qualification in finance and administration. I would like to share my experience gain more.

Preferred occupation	Administrators Administrative jobs
	Banking Finance jobs
Preferred work location	Bethal Mpumalanga

Contacts and general information about me

Day of birth	1992-06-26 (32 years old)
Gender	Female
Residential location	Durban City KwaZulu-Natal
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

Work experience

Working period	nuo 2014.05 iki dabar
Company name	ABC FINANCIAL SERVICE
You were working at:	Banking
Occupation	FINANCIAL ADVISOR
What you did at this job position?	I AM GIVING OUT LOANS TO CLAENTS
Working period	nuo 2013.12 iki 2014.04
Company name	JOZINI SAPS
You were working at:	Administrators
Occupation	OFFICE ADMINISTRATOR
What you did at this job position?	I WAS DOING DATA CAPTURE

Education

Educational period **nuo 2007.01 iki 2011.12**
 Degree Grade 12 / Matric
 Educational institution MATHUNJWA HIGH SCHOOL
 Educational qualification NATIONAL SENIOR CERTIFICATE
 I could work IN FINANCE ORGANIZATION

Educational period **nuo 2012.02 iki 2015.06**
 Degree Diploma
 Educational institution PC TRAINING AND BUSINESS COLLEGE
 Educational qualification DIPLOMA IN BUSINESS ADMINISTRATION SPECIALISING IN ACCOUNTING AND BUSINESS INFORMATION SYSTEM.
 I could work IN FINANCE ORGANIZATION

Languages

Language	Speaking level	Understanding level	Writing level
isiZulu	fluent	fluent	fluent
English	fluent	fluent	fluent
isiXhosa	very good	good	basic

Computer knowledge

I HAVE DONE COMPUTER AT AVUXENI ACCADEMY MsOffice which is MsWord, MsExcel, MsPowerpoint and MsOotlook.

Recommendations

Contact person Miss K MQOME
 Occupation MANEGAR
 Company ABC FINANCIAL SERVICE
 Telephone number 081 561 1871
 Email address abcwest@telkomsa.net

Contact person Miss ZP NCUBE
 Occupation OFFICE ADMINISTRATOR
 Company JOZINI SAPS
 Telephone number 035 572 3800

Additional information

Driver licenses None
 Salary you wish 12600 R per month
 How much do you earn now 6300 R per month