



Nathacia Madutung

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Admin clerk

I am dedicated, energetic and humble young person who is willing to work hard. I am able to work independently and as part of a team.

Preferred occupation	Administrators Administrative jobs
Preferred work location	Johannesburg Gauteng

Contacts and general information about me

Day of birth	1993-04-20 (31 years old)
Gender	Female
Residential location	Polokwane / Pietersburg Limpopo
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 2014.11 iki 2015.01
Company name	Raseasala primary school
You were working at:	Administrators
Occupation	Office administration
What you did at this job position?	Compile of sa.same information, typing, compile the mark sheets and schedules for all learners, making copies of question papers

Education

Educational period	nuo 2013.01 iki 2014.09
Degree	Certificate
Educational institution	Universal college outcomes
Educational qualification	Grade 12

Languages

Language	Speaking level	Understanding level	Writing level
Sepedi	fluent	fluent	fluent

Computer knowledge

Ms word 2010

Ms excel 2010

Ms PowerPoint basic 2010

Typing instructor deluxe keyboard

Office administration

Concept of information and communication technology

Conferences, seminars

Madutungdipolelo@gmail. Com

Recommendations

Contact person	Mr ngoepe ps
Occupation	Principal
Company	Raseasala primary school
Telephone number	0725869471

Additional information

Your hobbies	Reading books Playing netball
Driver licenses	None
Salary you wish	4000 R per month
How much do you earn now	1000 R per month