



Onela Makhuluphala

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Receptionist, I am a person who likes to communicate with people and is friendly, who is willing to do her job and is punctual on time, greeting people and smiling all the time.

Preferred occupation: Administrators
Administrative jobs

Preferred work location: Butterworth
Eastern Cape

Contacts and general information about me

Day of birth: 1987-10-06 (36 years old)
Gender: Female
Residential location: Butterworth
Eastern Cape
Telephone number: *Information is available only for registered users.*
[Sign in](#)
Email address: *Information is available only for registered users.*
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Work experience

Working period: **nuo 2010.02 iki 2017.05**
Company name: Thornburn Security Solutions
You were working at: Receptionists
Occupation: Reception
What you did at this job position? Creating visitors cards, employees cards, emails and accepting couriers parcels

Education

Educational period: **nuo 2003.11 iki dabar**
Degree: Grade 12 / Matric
Educational qualification: grade 12
I could work: As receptionist

Languages

Language	Speaking level	Understanding level	Writing level
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English

fluent

fluent

fluent

Computer knowledge

Microsoft word,Microsoft out look

Recommendations

Contact person	Walhied Amoodien
Occupation	Manager
Company	Thornburn Security Solutions
Telephone number	021 460 7864

Additional information

Your hobbies	Reading,watching tv and singing
Driver licenses	None
Salary you wish	6000 R per month
How much do you earn now	5000 R per month