



Mandisa Singane

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Young vibrant lady looking for an opportunity to gain work experience, i find great pleasure in working with people, consider myself a very positive person, honest and hard working.

Preferred occupation	Secretaries Administrative jobs
	Generals General jobs
	Shop assistants Retail, store jobs
	Telemarketers Sales jobs
Preferred work location	Pretoria / Tshwane Gauteng
	Upington Northern Cape
	Mbombela / Nelspruit Mpumalanga
	Malelane Mpumalanga

Contacts and general information about me

Day of birth	1994-04-18 (30 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

Work experience

Company name	lupeny investment
You were working at:	Secretaries
Occupation	admin assistant

Education

Educational period **nuo 2017.02 iki 2017.11**
 Degree Certificate
 Educational institution university of south africa
 Educational qualification higher certificate: economics and management science

Educational period **nuo 2016.02 iki 2016.11**
 Degree Certificate
 Educational institution witbank engineering varsity
 Educational qualification ancillary health care
 I could work health care worker and data typist at hospitals

Educational period **nuo 2016.02 iki 2016.05**
 Degree Certificate
 Educational institution sheppard academy
 Educational qualification computer
 I could work data entry, receptionist, admin assistant

Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent
Afrikaans	fluent	fluent	fluent
SiSwati	good	good	good

Computer knowledge

microsoft word , excel, access, power point

Recommendations

Contact person prince mulaudzi
 Occupation administrator
 Company lupenyo investment

Additional information

Salary you wish 3500 R per month