



Maketa Mphuthi

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am looking for a part time job. I am currently doing my second year at Richfield Graduate Institute of Technology, studying towards my IT management degree. I believe that the skills, knowledge and experiences that I have gained during my first and second year of my studies will help me in any kind of position you put me in.

I am a hard worker, willing to learn and adapt to any challenges I face. I know I will be beneficial to your company. I'm computer literate with the use of MS word, MS excel ,MS access, MS outlook and MS power point. I look to grow and improve in your company.

I am an above average person who is highly driven, committed to uphold high standard of competency and I am also dedicated with a strong personality. I work well in a team and take initiative. I am looking for an established growing company to start my career path with. Overall I believe I have the required skills to be considered for the position.

The reason why you should appoint me is not because of what I can or cannot do, nor what I have or have not yet achieved. It should be because of my competitiveness, competence and constant improvement of my capabilities. My goal in life is to be a successful in whatever venture I may pursue. I place a very high value on work ethics and readily accept professional guidance from my mentors.

Thank you for taking the time to consider my application, and I look forward to hearing from you.

Yours sincerely,

Maketa Mphuthi

Preferred occupation

Administrators
Administrative jobs

Part time jobs
Part time, weekend jobs

Preferred work location

Johannesburg
Gauteng

Contacts and general information about me

| | |
|----------------------|---|
| Day of birth | 1992-08-07 (31 years old) |
| Gender | Female |
| Residential location | Johannesburg 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

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| Salary you wish | 2500 R per month |
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