



Diphetho Moleleki

Curriculum Vitae (CV)

What job i'm looking for? My positive points

HR jobs and computer typing.....I have problem solving skills,Thinking skills,Proactive, Self motivated..and i have computer skills such as MS Word and MS Excel

Preferred occupation	HR assistance Management, human resources jobs
	Data capture IT, computing jobs
Preferred work location	Johannesburg Gauteng
	Umtata / Mthatha Eastern Cape
	Midrant Gauteng
	Bloemfontein Free State
	Durban City KwaZulu-Natal

Contacts and general information about me

Day of birth	1992-03-30 (32 years old)
Gender	Male
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

Education

Educational period	nuo 2014.04 iki 2014.06
Degree	Certificate
Educational institution	Salukazana & Sons Computer College
Educational qualification	Advanced Computer programmes
I could work	I could work on office, Capturing data from different sources, Manipulate and save it
Educational period	nuo 2015.02 iki 2016.11
Degree	Diploma
Educational institution	Berea Technical College
Educational qualification	Dip in Human Resource Management
I could work	I could work as HR assistance or as Intern to gain experience so that i can graduate and learn work environment
Educational period	nuo 2013 iki dabar
Degree	Grade 12 / Matric
Educational institution	Sidinane Senior Secondary School
Educational qualification	Matric
I could work	work as a general worker to gain more science knowledge and skills

Languages

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

Computer knowledge

Ms Word and Ms Excel

Conferences, seminars

none

Additional information

Your hobbies	Reading and Travelling
Driver licenses	B Light Vehicle ≤ 3,500kg
How much do you earn now	5000 R per month