



# Murendeni Portia Rabonda

Curriculum Vitae (CV)

## What job i'm looking for? My positive points

Am a good consultant  
A good in sales representative  
Receptionists  
Administration

Preferred occupation                      Jobs for students  
Student jobs

Preferred work location                      Johannesburg  
Gauteng

## Contacts and general information about me

Day of birth                                      1996-04-15 (28 years old)

Gender    Female

Residential location                              Johannesburg  
Gauteng

Telephone number                              *Information is available only for registered users.*  
[Sign in](#)

Email address                                      *Information is available only for registered users.*  
[Sign in](#)

## Work experience

Working period                                      **nuo 2016.04 iki 2016.10**

Company name                                      Hillbrow clinic

You were working at:                              Receptionists

Occupation    Receptionist

What you did at this job position?              I answer emergency calls and record all important information capture information and keeping records

  

Working period                                      **nuo 2016.11 iki 2017.03**

Company name                                      Department of health

You were working at:                              Administrators

Occupation    Personal assistant

What you did at this job position?              Take calls on behalf of my boss ,taking minutes in meetings record important informations ,assisted my boss where needed

