



# Moleck Machacha

Curriculum Vitae (CV)

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

I am looking for an administrative post/cum sales . To be one of the best employee in a progressive company

Preferred occupation	Administrators Administrative jobs
Preferred work location	Johannesburg Gauteng

## Contacts and general information about me

Day of birth	1995-01-14 (29 years old)
Gender	Female
Residential location	Johannesburg Gauteng
Telephone number	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>
Email address	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>

## Work experience

Working period	<b>nuo 2015.01 iki 2016.02</b>
Company name	Ultramed medical clinic
You were working at:	Doctors
Occupation	All rounder administrator
What you did at this job position?	receivng calls , manning the office

## Education

Educational period	<b>nuo 2016.06 iki 2017.02</b>
Degree	Grade 12 / Matric
Educational institution	Pinewood High School
Educational qualification	8 O levels and 2 A level passes
I could work	in an administration field

## Languages

Language	Speaking level	Understanding level	Writing level
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English

very good

fluent

fluent

### Computer knowledge

literate ( excel , word , microsoft )

### Conferences, seminars

N/A

### Recommendations

Contact person	Dr S. Mukonoweshuro
Occupation	General doctor
Company	Ultramed medical clinic
Telephone number	+263774 352 693
Email address	docmukono@gmail.com

### Additional information

Your hobbies	Travelling , playing handball
Driver licenses	None
Salary you wish	6000 R per month
How much do you earn now	5500 R per month