



Aphiwe Mpafa

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Im looking for office job

I am a hard work

Able to work with team

Preferred occupation Management, human resources jobs

Preferred work location Umtata / Mthatha
Eastern Cape

East London
Eastern Cape

Contacts and general information about me

Day of birth 1992-01-24 (32 years old)

Gender Female

Residential location Umtata / Mthatha
Eastern Cape

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

Email address *Information is available only for registered users.*
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Work experience

Working period **nuo 2015.02 iki 2015.12**

Company name Department of health

You were working at: Administrators

Occupation Ward clerk

What you did at this job position? Stock taking,prepare monthly reports,admission of patient and discharges.

Education

Educational period **nuo 2011.01 iki 2014.12**
 Degree Certificate
 Educational institution King hintsaTvet college
 Educational qualification Office administraion
 I could work At administration

Educational period **nuo 2017.01 iki 2018.06**
 Degree Certificate
 Educational institution King sabatha dalindyebo Tvet college
 Educational qualification N6 Human Resource Management
 I could work Office work

Languages

| Language | Speaking level | Understanding level | Writing level |
|----------|----------------|---------------------|---------------|
| isiXhosa | fluent | very good | very good |
| English | very good | very good | very good |

Computer knowledge

Micro soft word
 Mail merge
 Data base
 Micro soft excelle

Recommendations

Contact person Mrs Mzilakazi
 Occupation Supervisor
 Company Department of health
 Telephone number 082 4875657

Contact person Mr Gwadana
 Occupation Lecture
 Company King sabatha dalindyebo Tvet college
 Telephone number 073 417 0807

Additional information

Your hobbies 1.Listening to music
 2.Watching movies
 3.Reading

Driver licenses None

Salary you wish 500+ R per month