



# 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.*  
[Sign in](#)

## 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