



Kgotatso Mabelane

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I'm looking for office administration job.im a hard worker and I work under pressure.im a team player. like to communicate with people.

Preferred occupation Administrative jobs

Preferred work location Mpumalanga

Contacts and general information about me

Day of birth 1994-12-27 (29 years old)

Gender Female

Residential location Witbank
Mpumalanga

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 2015.03 iki 2018.07**

Company name ngomana & associates attorneys

You were working at: Administrators

Education

Educational period **nuo 2017.04 iki 2017.12**

Degree Certificate

Educational institution emalahleni institute of technology

Educational qualification office administration

Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent

Computer knowledge

ms word
excel
ms outlook
typing
power point

microsoft office
Recommendations

Contact person	mr xaba
Occupation	mananger
Company	ngomana & associates attorneys
Telephone number	0136568508
Email address	admin@ngomana-attorneys.co.za

Additional information

Your hobbies	reaing netball
Salary you wish	7000 R per month
How much do you earn now	6500 R per month