



Eric Motsumi

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am outspoken, I have good communication skills, I am a teamplayer, I have leadership skills. I am in possession of a matric certificate, a Dependable strength certificate, an ICT(enduser) NQF Level 3 and a Call Centre certificate. I am eager to learn and i can work under pressure without supervision. I have data capturing skills.

Preferred occupation

Generals

General jobs

Telemarketers

Sales jobs

Agents

Sales jobs

Direct sales consultant

Sales jobs

Sales representative

Sales jobs

Housekeeper

Hotel jobs

Housekeepers

Labour jobs

Cashiers

Retail, store jobs

Salesperson

Sales jobs

Pickers, packers

Labour jobs

Cleaners

Labour jobs

Bookbinder

Labour jobs

Dispatchers

Administrative jobs

Operations Clerk

Administrative jobs

Filing clerk
Administrative jobs

Data capturers
Administrative jobs

Call Centre agent
Administrative jobs

Learnership
Other jobs

Other jobs
Other jobs

Transport assistant
Other jobs

Miners
Mining jobs

Preferred work location

Johannesburg
Gauteng

West Rand
Gauteng

East Rand
Gauteng

Pretoria / Tshwane
Gauteng

Sedibeng
Gauteng

Contacts and general information about me

Day of birth 1990-03-17 (34 years old)

Gender Male

Residential location West Rand
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 2011.01 iki 2012.02**

Company name Sportsmans Warehouse

You were working at: Shop assistants

Occupation Receiving Clerk/Cashier

What you did at this job position? Receive store, Check stock, Capture Stock, Label stock, Do filing and solve any discrepancies.

Working period **nuo 2012.03 iki 2012.12**
 Company name Metropolitan GIC
 You were working at: Sales representative
 Occupation Financial Advisor
 What you did at this job position? Market the insurance policies to individuals and companies. To capture new policies, upgrade premiums and follow-ups.

Working period **nuo 2013.01 iki 2015.07**
 Company name Charlotte Maxeke Johannesburg Academic Hospital
 You were working at: Generals
 Occupation Property Caretaker/Handyman
 What you did at this job position? Repair, mount and install hospital equipments, To paint, to clean and to move furniture.

Working period **nuo 2019.05 iki dabar**
 Company name University of South Africa(UNISA)
 You were working at: Pickers, packers
 Occupation Administrative Assistant
 What you did at this job position? Select books and package them for students. To do despatch work.

Education

Educational period **nuo 2005.01 iki 2009.12**
 Degree Grade 12 / Matric
 Educational institution Thuto Lefa Secondary School
 Educational qualification Matric
 I could work National Senior Certificate

Educational period **nuo 2010.06 iki 2010.08**
 Degree Some Schooling
 Educational institution Trevor Huddleston CR Memorial Centre
 Educational qualification ICT(Enduser Computing) NQF Level 3
 I could work At any company that requires a computer literate

Educational period **nuo 2010.06 iki 2010.08**
 Degree Some Schooling
 Educational institution Sales and Marketing
 Educational qualification Call Centre Certificate
 I could work At Call Centres

Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent
Setswana	fluent	fluent	fluent
isiZulu	good	good	good
Sesotho	very good	very good	very good
Sepedi	very good	very good	very good

Computer knowledge

I did a Computer Literacy Course, All the companies i worked at used a computer.

Recommendations

Contact person	Tendani Nenzelele
Occupation	Nursing Operator
Company	Charlotte Maxeke Johannesburg Academic Hospital
Telephone number	0114884616
Email address	tendani@workmail.co.za
Contact person	AM Mokoto
Occupation	Despatch Supervisor
Company	UNISA
Telephone number	0114713368

Additional information

Your hobbies	I like to sing, I love to go to church. I like to watch movies. I sing for a community choir at home.
Driver licenses	None
Salary you wish	10000 R per month
How much do you earn now	10349.20 R per month