



Thabisile Khumalo

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Administration, Receptionist, Data capturer, Secretary,

I have good personality, team work , computer literal with 14 years Medical secretary experience at a Radiology department.

Preferred occupation	Secretaries Administrative jobs
Preferred work location	Durban City KwaZulu-Natal
	South Coast (Ugu) KwaZulu-Natal

Contacts and general information about me

Day of birth	1982-06-06 (42 years old)
Gender	Female
Residential location	Durban City KwaZulu-Natal
Telephone number	<i>Information is available only for registered users.</i> Sign in
Email address	<i>Information is available only for registered users.</i> Sign in

Work experience

Working period	nuo 2005.05 iki 2019
Company name	Lake,Smit and Partners
Occupation	Medical Secretary
What you did at this job position?	Administration duties

Education

Educational period	nuo 2000.01 iki 2000.11
Degree	Grade 12 / Matric
Educational institution	Christian High School
Educational qualification	Certificate in Advanced computer
I could work	adminstration, typist and more

Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent

Computer knowledge

I have a Certificate in Advanced computer.

Recommendations

Contact person	Rome Varley
Occupation	HOD
Company	Lake,Smit and Partners
Telephone number	0873104980
Email address	rvarley@lakesmit.co.za

Additional information

Your hobbies	Excessing Reading
Driver licenses	C Extra Heavy Vehicle > 16,000kg
Driver license from	2018-11-00 (5 years)
Salary you wish	12 000 R per month
How much do you earn now	10 000 R per month