



# Daniel Ngobeni

Curriculum Vitae (CV)

## What job i'm looking for? My positive points

INNOVATIVE AND GOAL DRIVEN INDIVIDUAL SEEKING TO LEARN MORE SKILLS AND ADVANCE MY CAREER PROFILE IN THE COOPERATIVE WORLD AND CONTRIBUTING IN ACHIEVING THE GOALS ON THE ORGANISATION, MY STRENGTH LIES IN COMMITTING MY SELF IN GETTING THE WORK DONE AND ALWAYS STRIVE TO BRING OUT THE BEST OF MY CAPABILITIES.

### Preferred occupation

**Data capturers**

Administrative jobs

**HR intern**

Management, human resources jobs

**Shop assistants**

Retail, store jobs

**Generals**

General jobs

**Model**

Beauty industry jobs

**Personal assistant**

Administrative jobs

**Front Desk Agent**

Administrative jobs

**Call Centre agent**

Administrative jobs

**Customer care agent**

Administrative jobs

**Filing clerk**

Administrative jobs

### Preferred work location

**Polokwane / Pietersburg**

Limpopo

**Tzaneen**

Limpopo

## Contacts and general information about me

Day of birth

1995-11-16 (28 years old)

Gender

Male

Residential location Polokwane / Pietersburg  
Limpopo

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 2018.01 iki 2018.12**

Company name Tshwane University of Technology

You were working at: Administrators

Occupation ADMINISTRATION ASSISTANT

What you did at this job position? DATA CAPTURER, TELEPHONE ETTIQUETTE, RECORDS AND FILLING MANAGEMENT

Working period **nuo 2019.06 iki 2019.12**

Company name WOOLWORTHS RETAIL STORE

You were working at: Shop assistants

Occupation Sales Consultant

What you did at this job position? Assist customer with apparels, payments as a till operator, making orders, calling customers, item exchange and refund, replenishing stock on the sales floor.

### Education

Educational period **nuo 2016.01 iki 2018.12**

Degree Diploma

Educational institution TSHWANE UNIVERSITY OF TECHNOLOGY

Educational qualification OFFICE MANAGEMENT AND TECHNOLOGY

I could work IMMEDIATELY

### Languages

Language	Speaking level	Understanding level	Writing level
English	very good	very good	very good
Sepedi	very good	very good	basic
Xitsonga	fluent	fluent	fluent
isiZulu	very good	very good	good
Sesotho	good	good	basic
Tshivenda	basic	good	do not know

### Computer knowledge

COMPUTER LITERATE INCLUDING MS WORD, POWERPOINT, ACCESS, EXCEL AND INTERNET RESEARCH.

### Recommendations

Contact person	Mathekga Nare
Occupation	Residence Advisor
Company	Tshwane University of Technology
Telephone number	0760821644
Email address	Mathekgan@tut.ac.za

Contact person	Ramolotja Florence
Occupation	Admnistrator
Company	Tshwane University of Technology
Telephone number	0834664399
Email address	ramolotjfp@tut.ac.za

### Additional information

Your hobbies	INTERNET RESEARCH BOOK READER
Driver licenses	None
Salary you wish	R4000 R per month
How much do you earn now	R0 R per month