



# Sinethemba Mbatha

Curriculum Vitae (CV)

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

I HAVE 7 YEARS EXPERIENCE IN ADMIN AND HR ADMIN POSITION. I AM LOOKING FOR A FULL TIME JOB IN AND AROUND THE EAST RAND OR JOHANNESBURG

I HAVE A MATRIC WITH ADDITIONAL TERTIARY CERTIFICATE IN END USER COMPUTER, TELEPHONE COURTESY AND ECD.

YOU CAN CONTACT ME ON 079 237 3299 OR mbathambatha39@gmail.com

Preferred occupation	Receptionist Administrative jobs
	Administrators Administrative jobs
Preferred work location	East Rand Gauteng

## Contacts and general information about me

Day of birth	1988-05-26 (36 years old)
Gender	Female
Residential location	East Rand Gauteng
Telephone number	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>
Email address	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>

## Work experience

Working period	<b>nuo 2017.06 iki 2019.05</b>
Company name	Credico SA (Upshot Marketing)
You were working at:	Administrators
Occupation	HR ADMIN
What you did at this job position?	Recruit for the company, conduct interviews, did training, payroll,contacting clients, pa my manager.

## Languages

<b>Language</b>	<b>Speaking level</b>	<b>Understanding level</b>	<b>Writing level</b>
English	fluent	fluent	fluent

#### **Additional information**

Salary you wish	8000 R per month
How much do you earn now	8000 R per month