



# Neo Motloung

Curriculum Vitae (CV)

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

I am looking for administrative job, as i have studied management assistant at maluti tvet college. Also has 2years experience in administration,i have worked with a company called moripe holdings for my experiential course. I am a dedicated person when it comes to work and also working hard, i am also able to work under pressure.

Preferred occupation	Administrators Administrative jobs
Preferred work location	Bloemfontein Free State

## Contacts and general information about me

Day of birth	1992-08-18 (32 years old)
Gender	Female
Residential location	Bethlehem Free State
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 2017.10 iki 2019.06</b>
Company name	Moripe holding business consults
You were working at:	Administrators
Occupation	Clerk
What you did at this job position?	Managing my managers diary,making and answering calls,arranging meetings and nad making bookings.
Working period	<b>nuo 2016.06 iki 2017.06</b>
Company name	Mediclinic hoogland hospital
You were working at:	Veterinarians
What you did at this job position?	Tranporting patients

## Education

Educational period	<b>nuo 2014.06 iki 2015.06</b>
Degree	Certificate
Educational institution	Maluti tvet college
Educational qualification	N6 certificate management assistant
I could work	Yes

### Languages

Language	Speaking level	Understanding level	Writing level
Sesotho	very good	very good	very good
English	very good	very good	very good
isiZulu	basic	good	basic

### Recommendations

Contact person	Nthabiseng
Occupation	Provincial coordinator
Company	Moripe holdings
Telephone number	0815920595
Email address	Nthabi791devilliers@gmail.com

### Additional information

Your hobbies	Modeling Dancing
Driver licenses	None
Salary you wish	5000 R per month