



# Nikisha Janki

Curriculum Vitae (CV)

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

I am a proactive individual, who works well individually or in a team. I am a quick learner and maintain professional interests at all times. I am trustworthy and reliable, and considering I have legal experience, I believe this would be beneficial to your firm.

Preferred occupation	Law, legal jobs
Preferred work location	Durban City KwaZulu-Natal

## Contacts and general information about me

Gender	Female
Residential location	Durban City KwaZulu-Natal
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 2018.03 iki 2019.04</b>
Company name	Desigan Pillay attorneys
You were working at:	Lawyers
Occupation	Legal secretary /clerk/assistant
What you did at this job position?	Admin acumen, drafting and serving legal documents on attorneys and at court, consultations, meeting and greeting clients

Working period	<b>nuo 2019.05 iki 2019.09</b>
Company name	Dj Dickinson and associates
You were working at:	Lawyers
Occupation	Legal secretary / assistant
What you did at this job position?	Consultations with clients, draft legal documents, correspondence, admin acumen

## Education

Educational period **iki 2017.12**  
 Degree Grade 12 / Matric  
 Educational institution Drakensburg secondary school  
 Educational qualification Bachelor's degree  
 I could work Efficiently and proactively

Educational period **nuo 2019.06 iki dabar**  
 Degree Degree  
 Educational institution UNISA  
 Educational qualification Currently studying, - LLB

**Languages**

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent
isiZulu	basic	basic	basic
Afrikaans	fluent	fluent	fluent

**Computer knowledge**

I have excellent computer knowledge.

**Conferences, seminars**

I am currently studying LLB.

**Recommendations**

Contact person Desigan Pillay  
 Occupation Attorney  
 Company Desigan Pillay attorneys  
 Telephone number 0363523056  
 Email address Desigan@lantic.net

Contact person David Jeremy Dickinson  
 Occupation Attorney  
 Company D J Dickinson & associates  
 Telephone number 0313036376/0828914182  
 Email address Dickyd@yebo.co.za

**Additional information**

Your hobbies Socializing, reading, listening to music  
 Driver licenses None  
 Salary you wish 8000 R per month

How much do you earn now

8000 R per month