



# Onalenna Pency Pilane

Curriculum Vitae (CV)

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

Good day,

RE'Receptionist

Kindly receive my Curriculum Vitae, Educational Certificate, References and Identity Certified copy.

I am self motivated, trustworthy, creative, flexible and determined young motswana lady of 33 years of age. I have passed a vocational test in waiter vocation at Grade B level. I am reliable and well organized. I have excellent customer service skills and can work under pressure with minimum supervision. I have been on attachment at Grand Palm Hotel, Chobe Game Lodge, Cresta Lodge and worked as a data capture clerk. My strong interpersonal and communication have allowed me to develop good working relationship with my colleague, management and customers

Pleasure to here from u.

Regards,

Onalenna Pency Pilane

Preferred occupation	Waiters, waitresses Restaurant, bar service jobs
Preferred work location	Other North West North West

## Contacts and general information about me

Day of birth	1985-10-02 (39 years old)
Gender	Female
Residential location	Rustenburg North West
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 **nuo 2008.01 iki 2011.08**  
 Company name DOCUMENT BANK BOTSWANA  
 You were working at: Data capturers  
 Occupation RECEPTIONIST  
 What you did at this job position? ANSWERING CUSTOMER CALLS

### Education

Educational period **nuo 2013.01 iki 2014.09**  
 Degree Certificate  
 Educational institution Madirelo training and testing center  
 Educational qualification TRADE B LEVEL  
 I could work YES

### Languages

Language	Speaking level	Understanding level	Writing level
Setswana	very good	good	very good

### Computer knowledge

MICROSOFT OFFICE

### Conferences, seminars

ISO 90001

### Recommendations

Contact person Rosinah Molobi  
 Occupation -  
 Company -  
 Telephone number 0842345834  
 Email address pilaneonalenna667@gmail.com

### Additional information

Your hobbies watching tv  
 playing netball  
 Driver licenses None  
 Salary you wish 5000 R per month  
 How much do you earn now 4500 R per month