

# **Sharon Babatunde**

Curriculum Vitae (CV)

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

I am looking for any admin job or personal assistance job to work at for this time of the year. I am a student currently studying Information technology at Vaal University of Technology (VUT), south Africa.

I am hardworking. I am reserved, do what I am told to do. I had experience in a preschool for a year. My job description at the preschool included running the day to day activities, paying staffs monthly wages, covering and running the administration of the preschool.

I am ready for any task.

Preferred occupation Personal assistant

Administrative jobs

Preferred work location Johannesburg

Gauteng

### Contacts and general information about me

Day of birth 1998-04-20 (26 years old)

Gender Female

Residential location Johannesburg

Gauteng

Telephone number Information is available only for registered users.

<u>Sign in</u>

Sign in

#### **Education**

Educational period **nuo 2012.01 iki 2016.08** 

Degree Grade 12 / Matric

Educational institution Bryanston High School

Educational qualification High School Results

Educational period **nuo 2017.01 iki 2017.12** 

Degree Grade 12 / Matric

Educational institution Jeppe Education centre
Educational qualification Highschool Diploma

Languages

Language Speaking level Understanding level Writing level

English fluent fluent very good

# **Computer knowledge**

Microsoft Efficient

Pdf Efficient

Coreldraw efficient

#### Recommendations

Contact person Ruth Babatunde

Occupation Owner of Preschool

Company Little Dots Preschool

Telephone number 0603821038

Email address t\_lolababs@yahoo.com

## **Additional information**

Your hobbies Reading, Cooking

Driver licenses None

Salary you wish R1500 R per month