



Siphesihle Sanelisiwe Mdeleleni

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am a hardworking and well driven individual. At my hard work I aim to meet the requirements and Goals set at my level of work. I am an individual who adapts very easily in specific environments and people be it my co-workers or customers. I participate very well at given tasks because I am a disciplined individual who is determined to work as suggested be it in a team or individually.

Preferred occupation Administrators
Administrative jobs

Contacts and general information about me

Day of birth 1999-07-03 (25 years old)
Gender Female
Residential location Umtata / Mthatha
Eastern Cape
Telephone number *Information is available only for registered users.*
[Sign in](#)
Email address *Information is available only for registered users.*
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Education

Educational period **nuo 2017.01 iki 2017.11**
Degree Grade 12 / Matric
Educational institution Zingisa comprehensive high school
Educational qualification Matric

Educational period **nuo 2019.02 iki 2019.06**
Degree Certificate
Educational institution Computer Training Academy
Educational qualification School Admin Clerk
I could work Admin clerk, Receptionist, Front desk

Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent

isiXhosa	fluent	fluent	fluent
Afrikaans	basic	basic	good

Computer knowledge

Microsoft Word

Microsoft Access/data base

Microsoft Excel

Microsoft PowerPoint

Recommendations

Contact person	Siphokazi
Occupation	Facilitator
Company	Computer training academy
Telephone number	0630793894

Additional information

Your hobbies	Reading novels
Driver licenses	None
Salary you wish	R8000 R per month
How much do you earn now	R0 R per month