



# Mandisa Tlou

Curriculum Vitae (CV)

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

I am a hard working individual who is hungry to learn and grow professionally and personally.

It will be my pleasure to be part of your team because iam career driven and I strive to reach all my goals.

I am friendly, energetic and confident

Preferred occupation	Receptionist Administrative jobs
	Administrators Administrative jobs
Preferred work location	Mpumalanga

## Contacts and general information about me

Day of birth	1993-05-24 (31 years old)
Gender	Female
Residential location	Ekangala Mpumalanga
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 2018.01 iki 2018.07</b>
Company name	Imatts
You were working at:	Receptionists
Occupation	Administrator
What you did at this job position?	Make sure clients are welcomed and calls are being answered

Working period	<b>nuo 2015.12 iki 2016.10</b>
Company name	Sino prima
You were working at:	Sales consultant
Occupation	Sales
What you did at this job position?	Making sure that customer got the right information about our products

### Education

Educational period	<b>nuo 2002 iki 2011.12</b>
Degree	Grade 12 / Matric

### Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	good

### Computer knowledge

My computer knowledge is good.  
Can get work done and deliver on time.

### Conferences, seminars

None.

### Recommendations

Contact person	Nathi nkomo
Occupation	Group Executive director
Company	Imatts
Telephone number	073 606 2416
Contact person	Franklin mnisi
Occupation	Manager
Company	Sino prima
Telephone number	0765589249
Contact person	Thendai Mtasa
Occupation	Manager
Company	Hifi corporation
Telephone number	0736062416

### Additional information

Your hobbies	I love reading
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Driver licenses	None
Salary you wish	8500 R per month
How much do you earn now	8500 R per month