



Vuyolwethu Joy Monakali

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am looking a Receptionist job or Administration Job.

I am an ambitious 26 year old female who works with enthusiasm and I adapt very well to new environment and I am a team-worker. Everything I do I do with enthusiasm.

Preferred occupation	Receptionist Administrative jobs
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Contacts and general information about me

Day of birth	1994-01-23 (30 years old)
Gender	Female
Residential location	Mdantsane Eastern Cape
Telephone number	<i>Information is available only for registered users.</i> Sign in
Email address	<i>Information is available only for registered users.</i> Sign in

Work experience

Working period	nuo 2018.11 iki 2019.11
Company name	JF Mati S.S.S
You were working at:	Filing clerk
Occupation	N/A
What you did at this job position?	Administrative Clerk

Education

Educational period	nuo 2018.11 iki 2019.11
Degree	Certificate
Educational institution	Siyaya Skills Institute
Educational qualification	Business Administration
I could work	Yes

Languages

Language	Speaking level	Understanding level	Writing level
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English	very good	fluent	fluent
isiXhosa	fluent	fluent	fluent

Computer knowledge

Computer Literacy

PowePoint

Microsoft Excel

Recommendations

Contact person	Zimasa Almani
Occupation	Admin Clerk
Company	JF Mati
Telephone number	0785230325
Email address	zalmani@gmail.com

Additional information

Your hobbies	I love keeping up with news sources. Love jogging and playing rugby Love cooking.
Driver licenses	None
Salary you wish	5500 R per month
How much do you earn now	4000 R per month