



# Kesaorapela Mosiapoa

Curriculum Vitae (CV)

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

I am looking for any job as long as I can provide people that are staying with me.

Preferred occupation	Receptionist Administrative jobs
Preferred work location	Kimberley Northern Cape

## Contacts and general information about me

Day of birth	1994-07-16 (30 years old)
Gender	Female
Residential location	Kuruman Northern Cape
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 2017.07 iki 2017.07</b>
Company name	Department of transport safety and liason
Occupation	Office administrator (as practical)
What you did at this job position?	Issuing learners licenses, capturing tickets and answering telephones etc.
Working period	<b>nuo 2018.08 iki 2020.01</b>
Company name	Department of health
You were working at:	Medical receptionist
Occupation	Lay coussel
What you did at this job position?	Hiv counseling and testing, assisting with vital signs, capturing patient on system and refiling

## Education

Educational period	<b>nuo 2015.01 iki 2017.12</b>
Degree	Grade 11
Educational institution	Ncrtvet college
Educational qualification	Office administrator
I could work	As office administration

### Languages

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

### Computer knowledge

Ms word  
Ms Excel  
Ms presentation

### Recommendations

Contact person	Mr I J Motsamai
Occupation	Professional nurse
Company	Department of health
Telephone number	0839452865

### Additional information

Your hobbies	Reading Watching TV Listening to music
Driver licenses	None
Salary you wish	4500 R per month
How much do you earn now	1200 R per month