



# Basetsana Kgosana

Curriculum Vitae (CV)

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

I am looking for Admin and HR Officer job as i have a diploma in Human Resource Management at Capricorn College for Tvet, and i have completed my 18 months experiential training at the Limpopo Department of Education,i am a dedicated and hardworking lady who is goal driven and always willing to learn and grow as an employee and as a person.I am computer Literate(ms word, excel,power point and outlook)I can work in a team and independently,i have good communication skills (both verbal and written),I am organized,self motivated, and having a good interpersonal skills,i believe that I will be a valuable asset to the organization.

Preferred occupation                      Administrators  
   Administrative jobs

Preferred work location                      Limpopo

## Contacts and general information about me

Day of birth                                      1991-05-12 (33 years old)  
Gender    Female  
Residential location                              Polokwane / Pietersburg  
   Limpopo  
Telephone number                                      *Information is available only for registered users.*  
   [Sign in](#)  
Email address    *Information is available only for registered users.*  
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## Additional information

Salary you wish                                      8000 R per month