



# Bongo Boo

Curriculum Vitae (CV)

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

I'm looking for an administrator job. I'm a bubbly person yet very professional, love working with people. I use every opportunity afforded to me to make a positive contribution to society.

Preferred occupation	Administrators Administrative jobs
Preferred work location	Johannesburg Gauteng

## Contacts and general information about me

Day of birth	1983-03-18 (41 years old)
Gender	Female
Residential location	Johannesburg Gauteng
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 2020.03</b>
Company name	Boys n Girls clubs of South Africa
You were working at:	Other jobs
Occupation	Facilitator
What you did at this job position?	Database and helping with administration, facilitation of after school programs, marimba music coach and submission of program data

## Education

Educational period	<b>nuo 1996.01 iki 2000.12</b>
Degree	Grade 12 / Matric
Educational institution	JA Calata Secondary School

## Languages

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

### Computer knowledge

I have knowledge of excel and word and PowerPoint. My typing is accurate

### Recommendations

Contact person	Stephen Mahlangu
Occupation	Senior administrator
Company	Boys and Girls Club
Telephone number	0116142908
Email address	Stephen@bgcsa.co.za

Contact person	Zandile Motsoeneng
Occupation	Women's Rights Assistant
Company	Action Aid
Telephone number	0117314538
Email address	Zandile.Motsoeneng@actionaid.org

### Additional information

Your hobbies	Teaching kids how to play marimba instrument
Driver licenses	None
Salary you wish	10,000 R per month
How much do you earn now	8,000 R per month