



Lindiwe Motloung

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am a young graduate who is passionate about people and take interest in Human Resource Management as a profession, because I understand how valuable workers are as human capital. I enjoy offering my services in contributing towards the development of individual careers, as I have come to realise it plays a positive role in organisation's success. I take interest in current news affair and like to read books whether it's academic or fiction. My friends and Ex colleagues describe me as a person who likes to lend a helping hand. I am a sharer, a good listener, supportive and curious by nature.

Preferred occupation	Administrators Administrative jobs
Preferred work location	Gauteng

Contacts and general information about me

Day of birth	1992-06-16 (32 years old)
Gender	Female
Residential location	Johannesburg Gauteng
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 2018.01 iki 2020.05
Company name	Factor10consulting
You were working at:	Project manager
Occupation	Coordinator
What you did at this job position?	Duties involve: Client projects, including project planning, project minutes, coaching scheduling, coordination of resources, reporting and dashboarding, client and participants liaison, research.

Education

Educational period **nuo 2013.02 iki 2016.12**
Degree Diploma
Educational institution University of Johannesburg
Educational qualification National Diploma in Human Resource Management
I could work HR Intern, Administration, coordinator

Educational period **nuo 2019.02 iki 2020.12**
Degree Degree
Educational institution University of Johannesburg
Educational qualification B-Tech in Human Resource Management
I could work HR Assistant, Administrator

Languages

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

Computer knowledge

Microsoft outlook, MS Word, MS PowerPoint, MS Excel.

Recommendations

Contact person Kerrin Miller
Occupation CEO
Company Factor10consulting
Telephone number 0823390872
Email address Kerrin.miller@factor10consulting.co.za

Contact person Tshepiso Maledu
Occupation Business & Life coach Ex F10consulting project manager
Company Ahang coaching
Telephone number 0823989158
Email address tshepiso@ahangcoaching.co.za

Additional information

Your hobbies I like watching current news affairs, reading romantic or crime fiction books, hanging out with my friends.
Driver licenses None
Salary you wish 8500 R per month
How much do you earn now 10000 R per month