



Nkgomotsang Botlhoko

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I'm a very attentive person, a fast learner who pays attention to details, self driven and loves to try new things. I love to learn and enhance my skills I do well under pressure. As a freelance translator I know how to type, work with Microsoft office and an effective worker.

| | |
|-------------------------|---------------------------------------|
| Preferred occupation | Data capturers Administrative jobs |
| Preferred work location | Mahikeng / Mafikeng North West |

Contacts and general information about me

| | |
|----------------------|---|
| Day of birth | 1991-06-17 (33 years old) |
| Gender | Female |
| Residential location | Mmbatho North West |
| 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 2014.07 iki 2018.08 |
| Company name | Jehovah'sWitness Remote Translation Office |
| Occupation | Translation from English to Setswana |
| What you did at this job position? | Translate and proofread and filing |

Education

| | |
|---------------------------|--------------------------------|
| Educational period | nuo 1997.01 iki 2009.12 |
| Degree | Grade 12 / Matric |
| Educational institution | Kebonang Secondary School |
| Educational qualification | Matric Diploma |

Languages

| Language | Speaking level | Understanding level | Writing level |
|----------|----------------|---------------------|---------------|
| Setswana | fluent | very good | very good |

English

good

good

good

Computer knowledge

Microsoft office (word, PowerPoint, excel, outlook)

Typing 35 words per minute

Recommendations

| | |
|------------------|--|
| Contact person | Charlotte Masuge |
| Occupation | Technician |
| Company | Remote translation office of Jehovah's Witness |
| Telephone number | 0714367877 |
| Contact person | Thuto Rampou |
| Occupation | Team member |
| Company | Remote translation office of Jehovah's Witness |
| Telephone number | 0824074377 |
| Contact person | Kgomotso Kgatshe |
| Occupation | Overseer |
| Company | Remote translation office of Jehovah's Witness |
| Telephone number | 0738244638 |

Additional information

| | |
|-----------------|---|
| Your hobbies | Reading novels Exercising watching movies learning how to Sew Learning french Listening to music |
| Driver licenses | None |
| Salary you wish | R5000-more R per month |