



Deborah Mathebula

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I 'm looking for Apprenticeship or Learnership so that i can gain experience in the mining sector. I am a team player and can also work as an individual who always maintains positive attitude towards people. I am a flexible person who is willing to learn more and do any kind of work in a work place .

I give attention to details and i like listening to other people's ideas inoder to gain more experience.

Thank you

Kindly regards

Deborah Mathebula

Preferred occupation

Jobs for students
Student jobs

Engineers
Engineering jobs

Machine operator
Construction jobs

Preferred work location

Tzaneen
Limpopo

Bushbuckridge
Mpumalanga

Hazyview
Mpumalanga

Rustenburg
North West

Contacts and general information about me

Day of birth

1990-12-24 (35 years old)

Gender

Female

Residential location

Rustenburg
North West

Telephone number

Information is available only for registered users.

[Sign in](#)

Email address

Information is available only for registered users.

[Sign in](#)**Work experience**

| | |
|------------------------------------|---|
| Working period | nuo 2018.01 iki 2020.06 |
| Company name | Simbavati hilltop lodge |
| You were working at: | Receptionists |
| Occupation | Administration |
| What you did at this job position? | Welcoming guests, check in and out of guests, checking of e-mails and responding to the e-mails, making calls and receiving calls, faxing, photo copying , typing and scanning of document. Holding morning meetings with the staff , preparing guests invoices for check out, filing of documents, GRV's , placing orders and handling deliveries. Stock takings at the end of the month. |
| Working period | nuo 2014.06 iki 2016.12 |
| Company name | Royal Malewane |
| You were working at: | Hotel managers |
| Occupation | Housekeeping Supervisor |
| What you did at this job position? | Having meetings with the staff, Isuing of amenities nand cleaning chemicals, placing housekeeping orders, checking of e-mails and responding , holding meetings with senior staff discussing how the service can be improved, checking the rooms that are well cleaned filled with everything, making sure that the public areas are are well cleaned and disciplinary of the staff. At the end of the month doing stock take |

Education

| | |
|---------------------------|---|
| Educational period | nuo 2017.01 iki 2017.11 |
| Degree | Certificate |
| Educational institution | South African college for tourism |
| Educational qualification | Hospitality |
| I could work | As a Receptionist, Administration, Housekeeping Supervisor or Executive |
| Educational period | nuo 2010.01 iki 2011.11 |
| Degree | Certificate |
| Educational institution | Ehlanzeni TVET college |
| Educational qualification | Civil engineering and building construction |
| I could work | Site agent, Civil engineer, Safety representative |

| | |
|---------------------------|---|
| Educational period | nuo 2006.01 iki 2006.11 |
| Degree | Grade 12 / Matric |
| Educational institution | Mugena high school |
| Educational qualification | Matric |
| I could work | Can do studies and work in areas where they train you to work |
| Educational period | nuo 2008.08 iki 2008.09 |
| Degree | Certificate |
| Educational institution | Cornerstone |
| Educational qualification | Call centre |
| I could work | Call centre agent, Receptionist, Administration |

Languages

| Language | Speaking level | Understanding level | Writing level |
|-----------------|-----------------------|----------------------------|----------------------|
| English | fluent | very good | fluent |
| isiZulu | very good | very good | very good |
| Sepedi | very good | very good | very good |
| Xitsonga | fluent | fluent | fluent |
| SiSwati | very good | very good | very good |

Computer knowledge

Ms office suit, MS Microsoft word, MS Excel, MS PowerPoint, MS access and Outlook

Recommendations

| | |
|------------------|-------------------------|
| Contact person | Sibongile Khoza |
| Occupation | Receptionist supervisor |
| Company | Simbavati riverlodge |
| Telephone number | 0157939051 |
| Email address | info@simbavati.com |

Additional information

| | |
|--------------------------|--|
| Your hobbies | I love cookin, baking , watching movies and Soccer |
| Driver licenses | C1 Heavy Vehicle 3,500kg - 16,000kg |
| Driver license from | 2019-09-00 (6 years) |
| Salary you wish | 8000 R per month |
| How much do you earn now | 6000 R per month |