



Obert Mkhabele

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am ok mkhabele. Living in Johannesburg and I have engineering qualification but still studying part-time to complete the diploma. I am an ambitious person who is willing to learn and grow in any field of work to gain skills, knowledge, and experience. My strengths are that I am a well-organized, team player, got strong leadership skills, and take pride in my work. at moment my skills and experience include records management experience, maintenance and installation in electrical and mechanical and computer skills which include, scanning, typing, emailing, faxing, and customer service

Preferred occupation

Filing clerk

Administrative jobs

Technician

Construction jobs

Waiters, waitresses

Restaurant, bar service jobs

Part time jobs

Part time, weekend jobs

Installer

Auto repair jobs

Engineers

Engineering jobs

Sales representative

Sales jobs

Shop assistants

Retail, store jobs

Preferred work location

Johannesburg

Gauteng

Kriel

Mpumalanga

Pretoria / Tshwane

Gauteng

Giyani

Limpopo

Thohoyandou

Limpopo

Polokwane / Pietersburg
Limpopo

Lephalale / Ellisras
Limpopo

Bela-Bela / Warmbad
Limpopo

Nkowankowa
Limpopo

Durban City
KwaZulu-Natal

Drakensberg
KwaZulu-Natal

North Coast
KwaZulu-Natal

Mahikeng / Mafikeng
North West

Hartbeespoort
North West

Rustenburg
North West

Klerksdorp
North West

Contacts and general information about me

Gender	Male
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 2014.09 iki 2018.08
Company name	metrofile record management
You were working at:	Filing clerk
Occupation	clerk
What you did at this job position?	storage and maintenance of records/information. filing document, retrieving, scanning, dispatching and emailing files. responsibilities/ accountabilities collection and acquisition of records, enable the secure storage and maintenance of all virtual records obtained.

Working period **nuo 2019.02 iki 2019.06**
 Company name electrical and mechanical construction
 You were working at: Electricians
 Occupation asssisatant
 What you did at this job position? repair wiring, equipment using hand tools. cutting, stripping and bending electrical wire, checking loose connection, digging holes and trenches and cleaning work areas and eguipment after completing job.

Working period **nuo 2009.04 iki 2012**
 Company name assign services
 You were working at: Agents
 Occupation general worker
 What you did at this job position? personal assistant, data capturing, stock control, pulling material, packaging and dispatching and managing time sheet.

Working period **nuo 2012.11 iki 2014.08**
 Company name Kelly industrial
 You were working at: Team leader
 Occupation guidance ,instructor and director
 What you did at this job position? responsible for guiding group team to complete a project. responsible for overseeing all activities within a team ,responsible for deciding how to approach tasks and develop a plan to accomplish them

Working period **nuo 2009.11 iki 2010.12**
 Company name hydro sebenza
 You were working at: Dispatchers
 Occupation dispatching/packer
 What you did at this job position? picker, packer, dispatching and labeling goods product.

Education

Educational period **nuo 2004.01 iki 2006.05**
 Degree Certificate
 Educational institution vhembe fet college
 Educational qualification electrical engineering
 I could work yes

Educational period **nuo 2020.09 iki 2020.12**
 Degree Certificate
 Educational institution south west Gauteng college
 Educational qualification electrical engineering
 I could work yes

Educational period	nuo 2018.08 iki 2018.09
Degree	Certificate
Educational institution	ekurhuleni artisan and skills training centre
Educational qualification	certificate of competence
I could work	yes

Languages

Language	Speaking level	Understanding level	Writing level
English	very good	very good	very good
isiZulu	good	good	good
isiXhosa	good	good	basic
Afrikaans	basic	basic	basic
Sepedi	good	good	good
Sesotho	good	good	good
Tshivenda	good	good	good
Xitsonga	good	good	good

Computer knowledge

I have skills and knowledge in Ms words, Ms excel, Ms. PowerPoint, e-mails. also, I have the knowledge and skills of networking and troubleshooting of computers and printers. also, I have knowledge of software/apps on micro sip/ pulse, clarity, and fresh desk.

Recommendations

Contact person	isvari naidoo
Occupation	management
Company	metrofile
Telephone number	0118394320
Email address	isvarin@metrofile.co.za
Contact person	sam sibiya
Occupation	electrician
Company	electrical and mechanical construction
Telephone number	0118733130/0648808638
Email address	louisnel@electmech.co.za

Contact person	maria nunes
Occupation	Human resource
Company	metrofile group
Telephone number	0116773000
Email address	johannesburg@metrofile.co.za

Additional information

Your hobbies	Reading. writing. travelling. solving puzzle. going to the gym.
Driver licenses	None
Salary you wish	3500-8000 R per month
How much do you earn now	0.00 R per month