



Maria Madonsela

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Admin assistant or receptionist. I have enough experience to that, very humble,a team worker, fast learner and a hard worker.

Preferred occupation

Medical receptionist

Medicine, healthcare, nursing jobs

Switchboard operator

Administrative jobs

Receptionist

Administrative jobs

Preferred work location

Ekangala

Mpumalanga

Middelburg

Mpumalanga

Witbank

Mpumalanga

Contacts and general information about me

Day of birth

1975-07-24 (50 years old)

Gender

Female

Residential location

Middelburg

Mpumalanga

Telephone number

Information is available only for registered users.

[Sign in](#)

Email address

Information is available only for registered users.

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Work experience

Working period

nuo 2016.05 iki 2020

Company name

Safarmex medical logistics

You were working at:

Medical receptionist

Occupation

Supervisor

What you did at this job position?

Make sure that target are reached. Also supervise the work of pre packers, printing clerks and the picker.

Working period	nuo 1996.09 iki 2000.12
Company name	PSG anchor life
Occupation	Admin assistant
What you did at this job position?	Answering of calls, faxing etc

Education

Educational period	nuo 1988.12 iki 1992.12
Degree	Grade 12 / Matric
Educational institution	Damelin computer school
Educational qualification	Diploma in computer
I could work	Admin or receptionist even secretarial job

Languages

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

Computer knowledge

Excel, spreadsheet

Recommendations

Contact person	Frieda Wassenaar
Occupation	Manager
Company	Safarmex medical logistics
Telephone number	013 283 9081
Email address	Frieda@safarmex.co.za

Contact person	Liezel Taljaard
Occupation	Responsible pharmacist
Company	Safarmex medical logistics
Telephone number	013 283 9046
Email address	liezel@safarmex.co.za

Additional information

Your hobbies	Reading, singing and going to church
Driver licenses	C1 Heavy Vehicle 3,500kg - 16,000kg
Driver license from	2018-03-00 (7 years)
Salary you wish	Living wage R per month
How much do you earn now	13 933.21 R per month