



# Balisa Mbinambina

Curriculum Vitae (CV)

## What job i'm looking for? My positive points

I am looking for an administrative job that will put me in an office whereby I will be exposed to filing documents and computer operation.

My positive points are that I have Grade 12 certificate, the knowledge and ability to use a computer, good communication and organisational skills, problem solving, I have numerical and literacy skills, I have the ability to work under pressure and I am willing to learn everything and more.

|                      |                                       |
|----------------------|---------------------------------------|
| Preferred occupation | Administrators<br>Administrative jobs |
|----------------------|---------------------------------------|

## Contacts and general information about me

|                      |   |
|----------------------|---|
| Day of birth         | 1997-06-07 (26 years old)   |
| Gender               | Female  |
| Residential location | Cradock<br>Eastern Cape   |
| Telephone number     | <i>Information is available only for registered users.</i><br><a href="#">Sign in</a> |
| Email address        | <i>Information is available only for registered users.</i><br><a href="#">Sign in</a> |

## Additional information

|                          |                    |
|--------------------------|--------------------|
| Salary you wish          | 15 000 R per month |
| How much do you earn now | 15 000 R per month |