Sandile Msomi

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I'm looking for any kind of job that's related to Human Resources Management.

Because I have a National Diploma in Human Resources Management. I'm also have a computer skills.When it comes to Admin Work I'm very good and it's a kind of work that I like.

Preferred occupation	HR intern Management, human resources jobs
Preferred work location	KwaMashu KwaZulu-Natal

Contacts and general information about me

Day of birth	1997-01-24 (28 years old)
Gender	Male
Residential location	Durban City KwaZulu-Natal
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 2018.10 iki 2020.03**
Company name	Department of Education
You were working at:	Administrators
Occupation	TLS -GET
What you did at this job position?	I was an inserve....I was doing asset inventories and verification. Doing stock books and verification on the wards. Stock taking and asset exclusion. Do monthly reports for gift and donation. Keeping BAS/ BOS minutes

Education

Educational period	**nuo 2016.08 iki 2018.06**
Degree	Diploma
Educational institution	EThekwini tvet college
Educational qualification	Human Resources Management
I could work	N/A

Educational period	**nuo 2011.01 iki 2015.01**
Degree	Grade 12 / Matric
Educational institution	Emavumengwane High School
Educational qualification	Grade 12
I could work	Yes

Languages

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

Computer knowledge

Microsoft Office Package: Microsoft Word,Excell Access

Data Capturing

Power Point

Conferences, seminars

N/A

Recommendations

Contact person	Hlengiwe Hlongwane
Occupation	Principal Personel Officer
Company	Dept of Education
Telephone number	0733334198
Email address	Hlengiwe@kzndoe.gov.za

Additional information

Your hobbies	Soccer Music Reading Books
Driver licenses	None
Salary you wish	5k R per month
How much do you earn now	3k R per month