



# Thabile Nettie

Curriculum Vitae (CV)

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

My name is Thabile Nettie, age 22. I live in chesterville, Durban. I am a Bachelor of Arts graduate at Witwatersrand University Johannesburg. I also have a certificate for Teaching English as a Foreign Language (TEFL), which I also completed at the Witwatersrand University, Johannesburg. I am highly computer literate. Previously I was a tutor at Ikamva youth center. I would love to be a part of your administration team. I know I will make a good administration assistant because I am passionate about my work. I love what I do, I have a steady source of motivation that drives me to do my best. I am ambitious and driven. I thrive on challenge and constantly set goals for myself, so I have something to strive toward. I am highly organized and punctual. I am always energetic and eager to learn new skills. I like to keep a clean workspace and create a logical filing method so I'm always able to find what I need. I have been told that I am good at assisting individuals. I'm a people-person. I always find common ground with individuals, and I like making people feel comfortable in my presence. My work is aimed to help and focus on the individual and good results. I know I would be one of your best administrator's assistant. My general interests are writing, reading, running, swimming, volleyball and basketball.

Preferred occupation	Receptionist Administrative jobs
Preferred work location	Durban City KwaZulu-Natal

## Contacts and general information about me

Day of birth	1998-04-13 (27 years old)
Gender	Female
Residential location	Durban City KwaZulu-Natal
Telephone number	Information is available only for registered users. <a href="#">Sign in</a>
Email address	Information is available only for registered users. <a href="#">Sign in</a>

## Additional information

Salary you wish	5000 R per month
How much do you earn now	3000 R per month