



Siyanelisa Sokhanyile

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Im looking for office administration job and office jobs wich are related to office admin just like data capturers because i do qualify for those positions

- im a love and carrying person whose is friendly, i always wear a smile on my face i can take care of clients very well.

Preferred occupation

Administrators

Administrative jobs

Bookkeeper

Administrative jobs

Data capturers

Administrative jobs

Customer care agent

Administrative jobs

Preferred work location

Witbank

Mpumalanga

Secunda

Mpumalanga

Ermelo

Mpumalanga

Contacts and general information about me

Day of birth

1993-11-12 (32 years old)

Gender

Female

Residential location

Witbank

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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Education

Educational period	nuo 2011.01 iki 2011.11
Degree	Diploma
Educational institution	Thebelihle computer college
Educational qualification	Computer literacy

Educational period	nuo 2018.07 iki 2019.06
Degree	Certificate
Educational institution	Silulo ulutho technologies
Educational qualification	Office administration

Languages

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

Computer knowledge

Introduction to computer

Ms word

Ms excel

Ms access

PowerPoint

Internet and emailing

Recommendations

Contact person	Abongile
Occupation	Friend
Telephone number	0782405167

Additional information

Driver licenses	None
Salary you wish	12000 R per month