



Zanele Jeza

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I'm looking for Administration, Data capture and my positive points, I'm a hard worker with patience willing to learn

| | |
|-------------------------|-------------------------------------|
| Preferred occupation | Receptionist Administrative jobs |
| Preferred work location | Johannesburg Gauteng |

Contacts and general information about me

| | |
|----------------------|--|
| Day of birth | 1985-08-30 (38 years old) |
| Gender | Female |
| 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 2017.02 iki 2019.09 |
| Company name | Thorburn |
| You were working at: | Guards |
| Occupation | Security officer |
| What you did at this job position? | Contract terminated |

Education

| | |
|---------------------------|---|
| Educational period | nuo 2017.04 iki 2019.03 |
| Degree | Certificate |
| Educational institution | IQ ACADEMY |
| Educational qualification | Administration certificate |
| I could work | As adminitrator, receptionist, Data capture |

Languages

| Language | Speaking level | Understanding level | Writing level |
|----------|----------------|---------------------|---------------|
|----------|----------------|---------------------|---------------|

English

good

good

good

Computer knowledge

Microsoft word, Microsoft Excel, Data capture and presentation

Recommendations

| | |
|------------------|---------------------|
| Contact person | Imvula Mabaso |
| Occupation | Security officer |
| Company | Bidvest Protia Coin |
| Telephone number | 0314453674a |

Additional information

| | |
|--------------------------|------------------|
| Your hobbies | Reading Novels |
| Salary you wish | 10+ R per month |
| How much do you earn now | 4800 R per month |