



# Portia Setsipane

Curriculum Vitae (CV)

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

I'm looking for administrative job since I have more experience in what I'm doing now.

I want to expand my career because I love working with people, team work is very important.

I'm used to working under pressure.

I'm a hard worker

Looking for new challenge

Preferred occupation	Debt collector Administrative jobs
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## Contacts and general information about me

Day of birth	1993-04-30 (32 years old)
Gender	Female
Residential location	Potchefstroom North West
Telephone number	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>
Email address	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>

## Work experience

Working period	<b>nuo 2020.01 iki 2021.06</b>
Company name	Vericred collection
Occupation	Debt collector
What you did at this job position?	Debt collector

## Education

Educational period	<b>nuo 2013.01 iki 2015.11</b>
Degree	Grade 12 / Matric
Educational institution	Goldfields Tvet college
Educational qualification	Level 4 office administration
I could work	Administration job

## Languages

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

#### Computer knowledge

Excel

Words

PowerPoint

#### Additional information

Your hobbies	Love reading
Driver licenses	None
Salary you wish	4300 R per month
How much do you earn now	3900 R per month