



# Nokwazi Nontethelelo Majola

Curriculum Vitae (CV)

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

Passionate and knowledgeable Office Administrator/Receptionist with vast experience in providing administrative and management skills in office settings. Accustomed to addressing the changing needs of an office and supporting colleagues and superiors with excellent assistance skills. I bring forth high quality organizational skills and a self-motivated drive to achieve excellence. Adept in various software applications, filing systems, and office equipment. A commitment to safely and professionally handling confidential tasks. In possession of an N6 Marketing Management qualification from Ethekewini College. Seeking employment in Office Management and Marketing related environments.

Preferred occupation                      Administrators  
   Administrative jobs

Preferred work location                      Durban City  
   KwaZulu-Natal

## Contacts and general information about me

Day of birth                                      1998-09-04 (27 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](#)

## Additional information

Salary you wish                                      4000 R per month

How much do you earn now                      3500 R per month