



Constance Mabaso

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Permanent administration jobs

Preferred occupation

Receptionist
Administrative jobs

Contacts and general information about me

Day of birth	1988-08-18 (37 years old)
Gender	Female
Residential location	Johannesburg Gauteng
Telephone number	<i>Information is available only for registered users.</i> Sign in
Email address	<i>Information is available only for registered users.</i> Sign in

Work experience

Working period	nuo 2020.09 iki 2021.09
Company name	Department of education
You were working at:	Personal assistant
Occupation	Office clerk
What you did at this job position?	Administrative duties in office

Education

Educational period	nuo 2014.01 iki 2016.12
Degree	Certificate
Educational institution	Vhembe TVET College
Educational qualification	Office Administration
I could work	Administration jobs

Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent
Xitsonga	fluent	fluent	fluent

Tshivenda	fluent	good	basic
isiZulu	fluent	good	good
Sepedi	fluent	good	good

Computer knowledge

Microsoft Word, access, PowerPoint, outlook, excel.

Recommendations

Contact person	Mr HM Gudja
Occupation	HOD
Company	Jim Chavani high school
Telephone number	060 705 1075
Email address	Hlenganigidja69@gmail.com

Contact person	Mr HM Hanyani
Occupation	Principal
Company	Shikundu High School
Telephone number	082 389 7567
Email address	Shikunduhigh@gmail.com

Additional information

Your hobbies	Readings and Traveling
Driver licenses	None