



# Damaris Molepo

Curriculum Vitae (CV)

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

I have great interpersonal and communication skills, i work well with people. I am computer literate and a hard worker.

Preferred occupation

Cashiers

Retail, store jobs

Shop assistants

Retail, store jobs

HR intern

Management, human resources jobs

Preferred work location

East Rand

Gauteng

Pretoria / Tshwane

Gauteng

Mankweng

Limpopo

Polokwane / Pietersburg

Limpopo

## Contacts and general information about me

Day of birth

1994-12-22 (31 years old)

Gender

Female

Residential location

East Rand

Gauteng

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 2018.04 iki 2019.03**

Company name

University of Venda

You were working at:

HR intern

What you did at this job position?

Drafting appointment letters, writing monthly reports, facilitating interviews, onboarding of new employees, filling.

**Education**

Educational period	<b>nuo 2019.02 iki 2019.12</b>
Degree	Honours
Educational institution	University of Venda
Educational qualification	Bcom Honours in Human Resource Management
I could work	Anything admin related.

**Languages**

<b>Language</b>	<b>Speaking level</b>	<b>Understanding level</b>	<b>Writing level</b>
English	fluent	fluent	fluent

**Computer knowledge**

I have a certificate in basic MS Office packages

**Recommendations**

Contact person	Mr Madzunye
Occupation	HR Business Partner
Company	University of Venda
Telephone number	0834179198

**Additional information**

Driver licenses	C1 Heavy Vehicle 3,500kg - 16,000kg
Driver license from	2017-01-00 (9 years)
Salary you wish	6000 R per month