



# Modesta Tlhapi

Curriculum Vitae (CV)

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

DATA CAPTURING ,SECRETARY,RECEPTIONIST OR CLERICAL JOB.

Preferred occupation	Data capturerclerk or secretary Medicine, healthcare, nursing jobs
Preferred work location	Rustenburg North West

## Contacts and general information about me

Gender	Female
Residential location	Rustenburg 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 2009.10 iki 2021.09</b>
Company name	Tapologo hiv and aids Programme
You were working at:	Data capturers
Occupation	Data capture, secretary. clerk ,receptionist
What you did at this job position?	capturing patients inteventions ,reception work,stock controller

## Education

Educational period	<b>nuo 1996.01 iki 1997.02</b>
Degree	Certificate
Educational institution	Carletonville college
Educational qualification	Personal Assistant
I could work	clerical, receptionist, data capturer secretarial and general

## Languages

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

Sesotho	very good	very good	very good
isiZulu	good	good	good

### Computer knowledge

worked mostly on the programme used by the company, word as well.

### Additional information

Driver licenses	B Light Vehicle $\leq$ 3,500kg
Driver license from	2002-01-00 (24 years)
Salary you wish	9 500 R per month
How much do you earn now	7 303 R per month