



# Godfrey Pfukani Golele

Curriculum Vitae (CV)

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

I am highly resourceful, integrity, honesty, trustworthiness, professionalism, Self- motivated and enthusiastic individual who possesses a considerable amount of knowledge regarding administrative and office procedures, Ability to work proactively in a complex, busy office environment, under pressure and deadlines, A quick learner who can absorb new ideas and is experienced in coordinating, planning and organising a wide range of administrative activities.

### Preferred occupation

**Receptionist**  
Administrative jobs

**Personal assistant**  
Administrative jobs

**Filing clerk**  
Administrative jobs

**Data capturers**  
Administrative jobs

**Generals**  
General jobs

**Truck drivers**  
Driver jobs

**Secretaries**  
Administrative jobs

**Bookkeeper**  
Administrative jobs

**Office manager**  
Other jobs

**Learnership**  
Other jobs

### Preferred work location

**Pretoria / Tshwane**  
Gauteng

**Polokwane / Pietersburg**  
Limpopo

**Johannesburg**  
Gauteng

## Contacts and general information about me

Day of birth	1985-12-16 (40 years old)
Gender	Male
Residential location	Pretoria / Tshwane Gauteng
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>

#### **Additional information**

Salary you wish	9500 R per month
How much do you earn now	3500 R per month