



# Artwell Ngwenya

Curriculum Vitae (CV)

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

Administration officer. Typing, good communication skills, hard working, patient, able to work under pressure, able to work with group, ability to learn and apply, problem solving, ability to multi-task, ability to work without supervision.

Preferred occupation      Administrators  
Administrative jobs

Generals  
General jobs

Preferred work location      Middelburg  
Mpumalanga

## Contacts and general information about me

Day of birth      1998-03-25 (26 years old)

Gender      Male

Residential location      Bethal  
Mpumalanga

Telephone number      *Information is available only for registered users.*  
[Sign in](#)

Email address      *Information is available only for registered users.*  
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## Work experience

Working period      **nuo 2022.02 iki 2022.06**

Company name      Tshwane University of Technology

You were working at:      Administrators

Occupation      Administration officer

What you did at this job position?      Experiential training :general office administration

## Education

Educational period	<b>nuo 2018.02 iki 2022.05</b>
Degree	Diploma
Educational institution	Tswane University of Technology
Educational qualification	National Diploma in Public Management
I could work	Operate standard office equipment (fax, photocopy machine and telephone)

#### Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent
SiSwati	fluent	fluent	fluent

#### Recommendations

Contact person	J.K Moila
Occupation	Administrator
Company	Tswane University of Technology
Telephone number	0123825911

#### Additional information

Your hobbies	Fixing electronics Carpentry Group leader
Driver licenses	C1 Heavy Vehicle 3,500kg - 16,000kg
Driver license from	2017-08-00 (6 years)
Salary you wish	R 5000 R per month
How much do you earn now	None R per month