



Mpulukeng Leqwela

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Shop assistance

I'm a hard-working

I know to work under pressure

I Know to multi task

Preferred occupation	Shop assistants Retail, store jobs
Preferred work location	Umtata / Mthatha Eastern Cape

Contacts and general information about me

Day of birth	1992-11-24 (33 years old)
Gender	Female
Residential location	Umtata / Mthatha Eastern Cape
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 2021.03 iki 2022.08
Company name	Department of correctional service
You were working at:	Personal assistant
Occupation	Internship
What you did at this job position?	Assisting with filling documents and capturing on persal system

Education

Educational period	nuo 2011.12 iki 2017.12
Degree	Certificate
Educational institution	Maluti Tvet college
Educational qualification	N6 certificate in Human resource management
I could work	Under pressure

Languages

Language	Speaking level	Understanding level	Writing level
isiXhosa	fluent	fluent	very good
Sesotho	very good	good	good
English	very good	very good	very good

Computer knowledge

Micro soft word
 Micro soft excell
 Power point
 Emailing

Recommendations

Contact person	Ms Makhetha N
Occupation	Manager
Company	Dcs
Telephone number	0717014317
Contact person	Ms Makalima p
Occupation	Supervisor
Company	Health
Telephone number	0629481061

Additional information

Your hobbies	Writing stories
Driver licenses	None
Salary you wish	R3000 R per month
How much do you earn now	R0.00 R per month