



# Prudence Sambo

Curriculum Vitae (CV)

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

I am an unemployed graduate looking for any job that can make me put food on the table an also gaining more experience with, I have a national diploma so any administration job will suit me like being an office assistant, administration Cleck.

I believe you will find a good employee in me I have more skills that can make your company benefit in me.

I hope you consider me as your employee, looking forward gaining more experience with your organisation

Preferred occupation

Administrators  
Administrative jobs

Team leader  
Management, human resources jobs

Data capturers  
Administrative jobs

Preferred work location

Witbank  
Mpumalanga

## Contacts and general information about me

Day of birth 1994-03-02 (31 years old)

Gender Female

Residential location Mbombela / Nelspruit  
Mpumalanga

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	<b>nuo 2019.01 iki 2020.12</b>
Company name	Department of education
You were working at:	Administrators
Occupation	N/A
What you did at this job position?	Office assistant

### Education

Educational period	<b>nuo 2017.06 iki 2018.12</b>
Degree	Diploma
Educational institution	Denver technical College
Educational qualification	Management Assistant
I could work	As administration Cleck, Office assistant, secretary, personal Assistant, data capture, receptionist

### Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	very good	very good
SiSwati	fluent	very good	very good
Xitsonga	good	good	good
Sepedi	good	good	good

### Computer knowledge

Microsoft office, excell, PowerPoint, ect

### Recommendations

Contact person	Busi
Occupation	Admin clerk
Company	Department of education
Telephone number	0607163154
Email address	sitholebusi123@gmail.com

### Additional information

Your hobbies	Reading, playing netball, drawing
Driver licenses	None
Salary you wish	+R10000 R per month
How much do you earn now	00 R per month