



# Patricia Zethu Mkhize

Curriculum Vitae (CV)

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

Any job that I will meet the requirements on since I do have an advanced diploma in computer literacy, good computing skills, communication skills, an more.

Preferred occupation	Receptionist Administrative jobs
Preferred work location	Durban City KwaZulu-Natal

## Contacts and general information about me

Day of birth	1996-06-01 (27 years old)
Gender	Female
Residential location	Pinetown KwaZulu-Natal
Telephone number	Information is available only for registered users. <a href="#">Sign in</a>
Email address	Information is available only for registered users. <a href="#">Sign in</a>

## Work experience

Working period	<b>nuo 2020.02 iki 2021.02</b>
Company name	Capitec bank
You were working at:	Banking
Occupation	Atm assistant
What you did at this job position?	Atm manager

Working period	<b>nuo 2022.06 iki 2022.11</b>
Company name	Maxlaw credit legal
You were working at:	Call Centre agent
Occupation	Agent
What you did at this job position?	Sale's agent

## Education

Educational period	<b>nuo 2006.01 iki 2013.12</b>
Degree	Grade 12 / Matric
Educational institution	Kwagiba high school
Educational qualification	Grade 12
I could work	Yes I can work anywhere

Educational period	<b>nuo 2014.01 iki 2015.12</b>
Degree	Diploma
Educational institution	Avuxeni academy
Educational qualification	Diploma in computer literacy
I could work	Yes I can

### Languages

Language	Speaking level	Understanding level	Writing level
isiZulu	very good	very good	very good

### Computer knowledge

Spreadsheet application to create adit spreadsheet, Microsoft Office, Microsoft excel, demonstrates and understanding of prenciples of internet and world, wide - wab, desk top publishing, operate pc systems, create merged documents, send and receive emails, prepare and produce presentations, work with simple data basis, desktop pablishing, bookkeeping purposes.

### Recommendations

Contact person	Sizwe Ngubane
Occupation	Supervisor
Company	Capitec
Telephone number	0695431307
Email address	

### Additional information

Your hobbies	Reading, personal adviser, motivator
Driver licenses	C1 Heavy Vehicle 3,500kg - 16,000kg
Driver license from	2015-02-00 (9 years)
Salary you wish	5000 R per month
How much do you earn now	3000 R per month