

# **Jerry Selepe** Curriculum Vitae (CV)

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

Am looking for an administration job as I have the qualities and qualifications to execute the task/responsiblities that comes with the occupation.

What I really love about the occupation is that it is the backbone of each an every organisation, as

it provides services which leads to the organisation being a :
- Strong organizational skills to keep your workspace and the office you manage in order.
-Communication. Communication is a crucial skill to have when performing administrative tasks.
-Teamwork.
-Customer service.
-Responsibility.

-Time management.

-Multitasking.

Preferred occupation

Preferred work location

Administrative jobs

Polokwane / Pietersburg

Limpopo

West Rand Gauteng

Johannesburg Gauteng

Bela-Bela / Warmbad

Limpopo

Sedibeng Gauteng

### **Durban City** KwaZulu-Natal

# Contacts and general information about me

Day of birth 1996-06-16 (27 years old)

Gender Male

Residential location Polokwane / Pietersburg

Limpopo

Sign in

Sign in

#### **Additional information**

Salary you wish 15000 R per month How much do you earn now 5420 R per month