



# Kalima Khoza

Curriculum Vitae (CV)

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

I have very Good listening skills

Team Player and a very hard working person

I'm also a very fast learner with the ability to work under pressure and giving my self time to grow as a person. I'm skilled with Ms Microsoft Office and excel as well as filling. I am a very disciplined and responsible person. I'm looking forward to grow and gain more skills and experience.

Preferred occupation

Management, human resources jobs

## Contacts and general information about me

Day of birth

1997-02-25 (28 years old)

Gender

Male

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 2022.05 iki 2023.01**

Company name

Dr S.L.L Gumede Medical Surgery

You were working at:

Receptionists

What you did at this job position?

Administration work, Creating patience Filing and I was also a Dr's assistant

Working period

**nuo 2016.04 iki 2017.07**

Company name

Shoprite Checkers Group Of Companies

You were working at:

Generals

Occupation

General shelf packer

What you did at this job position?

Pack Stock in shelves, check shelf, Apply The Fifo Method, PI Labels, promotional display

## Education

Educational period **nuo 2018.01 iki 2021.12**  
 Degree Diploma  
 Educational institution Tshwane University Of Technology  
 Educational qualification National Diploma in Tourism Management  
 I could work As an HR intern, project manager intern, Transportation & accommodation, food & beverages as well as National Parks & zoo

Educational period **nuo 2011.01 iki 2015.12**  
 Degree Grade 12 / Matric  
 Educational institution Kwa - Dukathole Comprehensive School

#### Languages

Language	Speaking level	Understanding level	Writing level
English	very good	very good	fluent
Xitsonga	fluent	fluent	fluent
isiZulu	fluent	fluent	fluent
Tshivenda	very good	very good	very good
Spanish	good	good	very good

#### Additional information

Driver licenses None  
 Salary you wish 4500 R per month