



# Maseiso Sarah Rakhetsi

Curriculum Vitae (CV)

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

I Have Ncv Level 4 In Office Administration Qualification And I Have Management Assistant Qualification From N4-N5, Currently Doing My N6 Now.

I Am A Hard Worker, Fast Learner And Be Able To Work Under Pressure And I Am A Self Motivated Person

I Have A Skill In Computer Literate

Preferred occupation

**Filing clerk**  
Administrative jobs

**Receptionist**  
Administrative jobs

**Cashiers**  
Retail, store jobs

**Part time jobs**  
Part time, weekend jobs

**Front Desk Agent**  
Administrative jobs

Preferred work location

**Sedibeng**  
Gauteng

**Johannesburg**  
Gauteng

**Pretoria / Tshwane**  
Gauteng

## Contacts and general information about me

Gender Female

Residential location Sedibeng  
Gauteng

Telephone number *Information is available only for registered users.*  
[Sign in](#)

Email address *Information is available only for registered users.*  
[Sign in](#)

## Languages

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

### Computer knowledge

Microsoft word

PowerPoint presentation

Outlook

Access Database

Excel Sheet

### Additional information

Driver licenses	None
Salary you wish	R5000.00 R per month
How much do you earn now	R00.00 R per month