

Piwekazi Mphatheni

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am hard worker who's willing to learn new things I am team player but I can amange on my own very welk

Preferred occupation Administrators
 Administrative jobs

Contacts and general information about me

Day of birth	1996-09-14 (29 years old)
Gender	Female
Residential location	Eastern Cape
Telephone number	<i>Information is available only for registered users.</i> Sign in
Email address	<i>Information is available only for registered users.</i> Sign in

Work experience

Working period	nuo 2018.02 iki 2021.01
Company name	Ksd college
You were working at:	Administrators
Occupation	Administration assistant
What you did at this job position?	Sending and receiving emails, taking appointments telephone attique, greeting vistores
Working period	nuo 2021.03 iki 2021.08
Company name	Dr Mtwa's surgery
You were working at:	Receptionist
Occupation	Receptionist
What you did at this job position?	Taking appointments for patients answering telephone e

Languages

Language	Speaking level	Understanding level	Writing level
isiXhosa	fluent	fluent	fluent

Computer knowledge

I attended

Conferences, seminars

I attended

Recommendations

Contact person	Zusiphe Dumile
Occupation	Receptionist
Company	Dr Mtwas surgery
Telephone number	0793622829

Additional information

Your hobbies	Netball
Driver licenses	B Light Vehicle \leq 3,500kg
Driver license from	2023-02-00 (3 years)
Salary you wish	6000 R per month
How much do you earn now	5000 R per month