



Eunice Kibinyane

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am confident that i have knowledge and skill to professionally fulfil the positions stated below
Assistant ,admin,clerk ,data capturing,receptionist.

Preferred occupation Administrators
 Administrative jobs

Preferred work location Gauteng

Contacts and general information about me

Day of birth 1996-09-22 (27 years old)

Gender Female

Residential location Sasolburg
 Free State

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 2019.09 iki 2020.03**

Company name Hloni lehoko attorneys

You were working at: Lawyers

Occupation Receptionist

What you did at this job position? Data capturing,copying,sending emails,taking calls

Working period **nuo 2020.12 iki 2021.04**

Company name Tjhabatsohle primary school

You were working at: Teachers

Occupation Assistant teacher

What you did at this job position? Help kids with homework,typing

Working period	nuo 2021.11 iki 2022.03
Company name	Bulldogs pub and grill
You were working at:	Waiters, waitresses
Occupation	Runner
What you did at this job position?	Maintaining clean environment,washing dishes and waitressing part time

Education

Educational period	nuo 2018.01 iki 2018.12
Degree	Certificate
Educational institution	Boston city campus
Educational qualification	Office Assistant
I could work	Admin,typist,clerk,Assistant,Data capturing

Languages

Language	Speaking level	Understanding level	Writing level
Setswana	fluent	fluent	fluent
English	fluent	fluent	fluent
Afrikaans	basic	basic	basic
isiZulu	basic	very good	basic

Computer knowledge

MS word,excel and powerpoint

Additional information

Your hobbies	Singing,dancing nad reading
Driver licenses	None
Salary you wish	R7000 R per month
How much do you earn now	R0.00 R per month