



Atlehang Khanye

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am a young motivated, hard working, consistent, disciplined, organized and dedicated female with one year work experience and a qualification in Logistics and Supply Chain Management(NQF 5). I have strong communication and interpersonal skills. My past achievements and personal testimonials attest that my presence at the organization can be beneficial. I have excellent organizational skills and a firm belief in teamwork that ensures I work efficiently with others. I would be glad to further discuss my qualifications and suitability for the position via a phone call (0672152029) or in person.

| | |
|-------------------------|---------------------|
| Preferred occupation | Administrators |
| | Administrative jobs |
| | Warehouse Manager |
| | Retail, store jobs |
| | Government jobs |
| | Government jobs |
| Preferred work location | Johannesburg |
| | Gauteng |

Contacts and general information about me

| | |
|----------------------|--|
| Day of birth | 2003-01-17 (22 years old) |
| Gender | Female |
| Residential location | Johannesburg |
| | Gauteng |
| Telephone number | Information is available only for registered users. Sign in |
| Email address | Information is available only for registered users. Sign in |

Work experience

| | |
|------------------------------------|--|
| Working period | nuo 2022.03 iki 2022.12 |
| Company name | CC Consulting |
| You were working at: | Personal assistant |
| Occupation | Executive assistant |
| What you did at this job position? | Maintain office space, telephone etiquette, direct and screen calls. |

| | |
|------------------------------------|--|
| Working period | nuo 2021.01 iki 2021.12 |
| Company name | Sportscene |
| You were working at: | Shop assistants |
| Occupation | Sales consultants |
| What you did at this job position? | Maintain accounts records, organize store merchandise, sales |

Education

| | |
|---------------------------|---------------------------------------|
| Educational period | nuo 2020.01 iki 2020.12 |
| Degree | Grade 12 / Matric |
| Educational institution | Brakpan High School |
| Educational qualification | National Senior Certificate |
| Educational period | nuo 2022.01 iki 2022.11 |
| Degree | Certificate |
| Educational institution | Boston City Campus |
| Educational qualification | Logistics and Supply Chain Management |
| I could work | Yes |

Languages

| Language | Speaking level | Understanding level | Writing level |
|-----------|----------------|---------------------|---------------|
| English | fluent | fluent | fluent |
| Afrikaans | very good | very good | very good |
| isiZulu | fluent | fluent | fluent |

Computer knowledge

Microsoft office, Microsoft 365, Windows, IOS, SAP and etc

Recommendations

| | |
|------------------|-------------------------|
| Contact person | Christo Pieterse |
| Occupation | Chief executive officer |
| Company | CC Consulting |
| Telephone number | 0824278335 |
| Email address | chripieterse@gmail.com |

Additional information

| | |
|--------------------------|----------------------------|
| Driver licenses | None |
| Salary you wish | R15000 R per month |
| How much do you earn now | Not applicable R per month |