



Kabelo Raburabu

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am looking for secretary, personal Assistant or Admin clerk. I am a hard worker and I do my work with a positive attitude

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|-------------------------|---|
| Preferred occupation | Personal assistant Administrative jobs |
| | Secretaries Administrative jobs |
| Preferred work location | Pretoria / Tshwane Gauteng |
| | Johannesburg Gauteng |

Contacts and general information about me

| | |
|----------------------|--|
| Day of birth | 1997-07-27 (26 years old) |
| Gender | Female |
| Residential location | Pretoria / Tshwane 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 2020.11 iki dabar |
| Company name | Department of education (Tshwane South District) |
| You were working at: | Personal assistant |
| Occupation | Administration |

Education

| | |
|---------------------------|--------------------------------|
| Educational period | nuo 2017.01 iki 2018.12 |
| Degree | Certificate |
| Educational institution | Pretoria Technical college |
| Educational qualification | Management Assistant |

Languages

| Language | Speaking level | Understanding level | Writing level |
|----------|----------------|---------------------|---------------|
| English | good | good | very good |

Computer knowledge

Microsoft Office: Word, excel, Power Point and Outlook

Recommendations

| | |
|------------------|--|
| Contact person | Mrs Dawn Nell |
| Occupation | Deputy Director |
| Company | Department of Education (Tshwane South District) |
| Telephone number | 076 901 9044 |
| Email address | down.nell@gauteng.gov.za |

Additional information

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|--------------------------|---------------------|
| Salary you wish | R12 000 R per month |
| How much do you earn now | R10 700 R per month |