



Lucy Mahlodi Legodi

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am a hard working individual who is eager to learn new things and also a fast learner. I have good communication skills listening and good computer skills. I adapt quickly and always willing to go an extra mile. I believe in team work makes the dream work.

Preferred occupation Call Centre agent
 Administrative jobs

 Cashiers
 Retail, store jobs

 Government jobs
 Government jobs

 Filing clerk
 Administrative jobs

Preferred work location Pretoria / Tshwane
 Gauteng

Contacts and general information about me

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 2019.08 iki 2022.03
Company name	Pep stores
You were working at:	Shop assistants
Occupation	Shop Assistant
What you did at this job position?	Merchandising stock. Providing good customer service. General cleaning duties.

Working period	nuo 2022.03 iki 2023.03
Company name	South African Police Service museum
You were working at:	Data capturers
Occupation	Administration clerk and data capturing
What you did at this job position?	Typing letters. Capturing leave forms. Compiling monthly reports. Capturing data as requested. Attend to telephone and email enquiries. Scanning and copying of documents

Education

Educational period	nuo 2017.02 iki 2019.02
Degree	Diploma
Educational institution	Msc business college
Educational qualification	Diploma in International Tourism
Educational period	nuo 2012.01 iki 2016.12
Degree	Grade 12 / Matric
Educational institution	Matric

Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent
Sepedi	fluent	fluent	fluent
isiZulu	good	good	good

Computer knowledge

Ms word
Ms Excel
Ms PowerPoint

Additional information

Driver licenses	C1 Heavy Vehicle 3,500kg - 16,000kg
Driver license from	2019-10-00 (6 years)
Salary you wish	R5000 R per month
How much do you earn now	Unemployed R per month