



Dikeledi Matswalela

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Im currently looking for any Administrative role, currently I am a sales Administrator/ Sales Representative. I'd say my positive points are I'm very customer orientated, computer savvy, great telephonic ettiquite and a phenominal problem solver. Goal orientation and work very well in a team. I have experience with Sage Pastel, Outlook, zoom, word,excel, PowerPoint, Sap , ess payroll and so on.

Preferred occupation

Administrators

Administrative jobs

Switchboard operator

Administrative jobs

Data capturers

Administrative jobs

Personal assistant

Administrative jobs

Receptionist

Administrative jobs

Filing clerk

Administrative jobs

Preferred work location

East Rand

Gauteng

Pretoria / Tshwane

Gauteng

Johannesburg

Gauteng

West Rand

Gauteng

Polokwane / Pietersburg

Limpopo

Bela-Bela / Warmbad

Limpopo

Witrivier

Mpumalanga

Witbank

Mpumalanga

Secunda
Mpumalanga

Hazyview
Mpumalanga

Mbombela / Nelspruit
Mpumalanga

Middelburg
Mpumalanga

Piet Retief
Mpumalanga

Contacts and general information about me

Day of birth	1993-06-06 (30 years old)
Gender	Female
Residential location	Polokwane / Pietersburg Limpopo
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

Additional information

Salary you wish	R8000 R per month
How much do you earn now	R5000 R per month