# Koketso Lonea Raphaphule

Curriculum Vitae (CV)

#### What job i'm looking for? My positive points

Trainee accountant, finance internship, creditors clerk and admin work .I am hardworking rigorous and available, it is with great optimism that I

postulate to integrate your company. It is my goal to continue to learn and grow throughout my field which is why I would like to work at your company. I can work independently without supervision and I am always willing to learn. I have a great communication skill written and verbal and I'm passionate about my work. Possessing a flawless motivation, I will be able, to carry out the various missions that you will confide to me. Sociable and attentive, I know how to adapt to a situation in place and could integrate without any problem to your team.

I am currently completing my Advanced diploma in Accounting Science (CTA1) at Unisa. I graduated from Tshwane university of technology TUT, where I completed both my national and advanced diploma, during my 4 years of studies, all assignment, group work, exams help me grow some accounting skills such as proficiency in accounting software, organizational skills, reading and writing of financial report, I learn to think outside the box, pay attention to details and more.

I remain into your disposal for any additional information, or meet you during an interview. I am looking forward to hearing from you for the opportunity to forward my qualifications.

Preferred occupation

Accountants Finance jobs

Banking Finance jobs

Administrators Administrative jobs

Preferred work location

**Johannesburg** Gauteng

#### Contacts and general information about me

Gender

Male

**Residential location** 

East Rand Gauteng

Telephone number

Information is available only for registered users.

# <u>Sign in</u>

Email address

Information is available only for registered users. Sign in

# Education

Educational period	nuo 2018.01 iki 2022.04
Degree	Degree
Educational institution	Tshwane University of Technology
Educational qualification	Advanced diploma in accounting
I could work	In banking industry ,administration and as an accounted
Educational period	nuo 2023.03 iki 2023.12
Degree	Degree
Educational institution	University of South Africa
Educational qualification	Advanced diploma in Accounting Science
l could work	

## Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent
Sepedi	fluent	fluent	fluent
isiZulu	fluent	very good	basic
Xitsonga	very good	very good	basic

### Computer knowledge

Excel

Ms word

Pastel

Kerridge

Microsoft office

#### Additional information

Your hobbies	Reading novels Reading account articles Listening music
Driver licenses	EB Articulated Light Vehicle $\leq$ 3,500kg
Driver license from	2023-04-00 (1 years)
Salary you wish	10000 R per month
How much do you earn now	5000 R per month