



Nqobile Cele

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am very good with people team player is my biggest skill, computer literate good English. Punctuality is key I get the job done. I meet all deadlines. Im flexible easily to changing environment anything that needs my skills and knowledge Im attracted to it, m very confident.

Preferred occupation	Generals General jobs
Preferred work location	Durban City KwaZulu-Natal

Contacts and general information about me

Day of birth	1994-07-21 (31 years old)
Gender	Female
Residential location	Durban City KwaZulu-Natal
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

Work experience

Working period	nuo 2022.02 iki dabar
Company name	Adventure Automotive
You were working at:	Personal assistant
Occupation	human resources assistant
What you did at this job position?	timesheets, memos, contracts, filling, take minutes, UI19, UI2.7, MIBCO statements recruitment, filling, D365

Education

Educational period	nuo 2018.12 iki 2020.12
Degree	Degree
Educational institution	richfield graduate institute of technology
Educational qualification	matric
I could work	anywhere

Languages

Language	Speaking level	Understanding level	Writing level
isiZulu	fluent	fluent	fluent
isiXhosa	good	good	basic

Computer knowledge

microsoft office,Acxel, word, adobe

Additional information

Salary you wish	12000 R per month
How much do you earn now	8500 R per month