



Dimakatso Sithole

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I'm looking for office work as I was working as workshop coordinator and I did study management assistant at tshwane north college. Am self-motivated and hard person, who like working with people who are loyal to the company and am dedicated to my work and I respect time.

Preferred occupation	Administrators Administrative jobs
Preferred work location	Pretoria / Tshwane Gauteng

Contacts and general information about me

Day of birth	1991-11-01 (34 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 2021.08 iki 2022.03
Company name	Magalies special school
You were working at:	Trainers
Occupation	Teachers assistance
What you did at this job position?	Filing, capturing data, sport activities.

Education

Educational period	iki 2011.12
Degree	Grade 12 / Matric
Educational institution	Tshwane north college
Educational qualification	Management assistant
I could work	Personal assistance

Languages

Language	Speaking level	Understanding level	Writing level
English	very good	very good	very good
Setswana	fluent	fluent	fluent

Computer knowledge

I have studied management assistant it's has information processing which includes Microsoft Word,excel, PowerPoint,

Conferences, seminars

I have completed certificate in computer on 2018 for all Microsoft applications.

Recommendations

Contact person	Sister Susan
Occupation	Nurse
Company	Magalies special school
Telephone number	012 330168/9

Additional information

Your hobbies	Baking and reading books
Driver licenses	None
Salary you wish	R7500 R per month