



Velacia Mmala

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Office Admin. I have 4 years experience in office Admin.

Preferred occupation	Administrators Administrative jobs
Preferred work location	Lebowakgomo Limpopo

Contacts and general information about me

Day of birth	1996-06-14 (29 years old)
Gender	Female
Residential location	Lebowakgomo 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

Work experience

Working period	nuo 2017.01 iki 2019.01
Company name	Mogale Wa Bagale Technical High School
You were working at:	Administrators
Occupation	Admin Clerk
What you did at this job position?	Contract ended
Working period	nuo 2020.12 iki 2021.04
Company name	Motshana Primary School
You were working at:	Administrators
Occupation	Admin Clerk
What you did at this job position?	Contract ended

Working period **nuo 2021.05 iki 2021.10**
 Company name Ikhwezi Lokuza Primary School
 You were working at: Cleaners
 Occupation General worker
 What you did at this job position? Contract ended

Working period **nuo 2021.11 iki 2022.08**
 Company name Kanama Secondary School
 You were working at: Administrators
 Occupation Admin Clerk
 What you did at this job position? Contract ended

Education

Educational period **nuo 2010.01 iki 2014.12**
 Degree Diploma
 Educational period **nuo 2015.01 iki 2016.07**
 Degree Diploma

Languages

Language	Speaking level	Understanding level	Writing level
Sepedi	very good	very good	very good
English	very good	very good	very good

Computer knowledge

Microsoft Word
 Microsoft Excell

Recommendations

Contact person Mr Mashego C.P
 Occupation Admin Clerk
 Company Mogale Wa Bagale Technical High School
 Telephone number 078 185 9718
 Contact person Mr Fenyane N.O
 Occupation Principal
 Company Motshana Primary School
 Telephone number 0760826025

Contact person	Mrs Banda
Occupation	Principal
Company	Kanama Secondary School
Telephone number	061 507 3916

Additional information

Your hobbies	Music
Driver licenses	None
Salary you wish	R7000.00 R per month
How much do you earn now	00.00 R per month