



Lesego Msimanga

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I'm flexible so I'm looking for a job in a mining industry as I want to expand my experience. It can be an Administrative job, Communication's related and any office work but I'd be happy to get other available positions in mining. I'm very comfortable with technology and I love experiencing new opportunities.

Preferred occupation

Administrators

Administrative jobs

Editors

Media, journalism jobs

Administration

Mining jobs

Office work

Mining jobs

Miners

Mining jobs

Preferred work location

Kathu

Northern Cape

Contacts and general information about me

Day of birth

2000-07-16 (25 years old)

Gender

Female

Residential location

Kathu

Northern Cape

Telephone number

Information is available only for registered users.

[Sign in](#)

Email address

Information is available only for registered users.

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Work experience

Working period	nuo 2022.09 iki 2022.10
Company name	Legal Aid South Africa
You were working at:	Marketing assistant
Occupation	Communications Assistant
What you did at this job position?	Check and summarise daily alert sent by Newsclip media. Check updates with Newspaper publications on advertorials. Drafting and editing communications copy (press release, articles etc) Maintaining appointments and calendars Update media lists and databases on a regular basis

Education

Educational period	nuo 2020.02 iki 2022.12
Degree	Diploma
Educational institution	Rosebank College
Educational qualification	Diploma in Public Relations
I could work	Communication's department and as an Administrator

Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent
isiZulu	good	basic	basic
Setswana	good	good	basic

Computer knowledge

I have used Outlook, Ms excel, Ms word, PowerPoint.

Recommendations

Contact person	Godfrey Matsobe
Occupation	Media and Marketing manager
Company	Legal Aid South Africa
Telephone number	082 602 7199
Email address	godfrey1@legal-aid.co.za

Additional information

Driver licenses	C1 Heavy Vehicle 3,500kg - 16,000kg
Driver license from	2023-03-00 (2 years)
Salary you wish	10000 R per month