



Mekia Dube

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I want to excel in this field with hardwork,peseverance and dedication.i want a highly rewarding career where I use my skills and knowledge for organizational and personal growth. I am seeking a company where i can use my experience and education to help the company meet and surpass it's goals

Preferred occupation	Generals
	General jobs
	Carpenters
	Construction jobs
	Jobs for students
	Student jobs
Preferred work location	Sedibeng
	Gauteng

Contacts and general information about me

Day of birth	2000-09-20 (25 years old)
Gender	Male
Residential location	Johannesburg
	Gauteng
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 2018.03 iki 2023.08
Company name	Local tin and metal
You were working at:	Generals
Occupation	General assistance
What you did at this job position?	Selling and delivery

Education

Educational period	nuo 2013.01 iki 2017.11
Degree	Grade 12 / Matric
Educational institution	Qedilizwe secondary school
Educational qualification	Diploma

Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	very good
isiXhosa	very good	very good	very good
Sesotho	good	good	good

Computer knowledge

MS OFFICE 2013: beginning word

MS OFFICE 2013: beginning excel

MS OFFICE 2013: beginning PowerPoint

MS OFFICE 2013: beginning outlook

Costumer service skills

Essential of customer service

Administrative support: secret of success

Using email effectively in the workplace

Recommendations

Contact person	Eric moyo
Occupation	Sales agent
Telephone number	0634551052
Contact person	Richard mpofu
Occupation	Telemarketing
Telephone number	0810650833

Additional information

Salary you wish	R4500 R per month
How much do you earn now	R350 R per month