



# Ronewa Netshifhefhe

Curriculum Vitae (CV)

## What job i'm looking for? My positive points

- I am an Adaptable candidate.
- I am a person who is very attentive to details.
- I am an excellent communicator.
- I easily solve problems.
- I am always on time (time oriented).
- I am loyal and committed candidate.
- I

Preferred occupation	Filing clerk Administrative jobs
	Finance officer Finance jobs
	Generals General jobs
Preferred work location	East Rand Gauteng

## Contacts and general information about me

Day of birth	1997-08-17 (28 years old)
Gender	Male
Residential location	East Rand Gauteng
Telephone number	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>
Email address	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>

## Work experience

Working period	<b>nuo 2019.04 iki 2020.03</b>
Company name	Hlokomelo Group
You were working at:	Sales administrator
Occupation	Administrator
What you did at this job position?	I did the filing , following up with clients, making quotations and invoices, data capturing and verifying and emails.

Working period	<b>nuo 2021.11 iki 2022.03</b>
Company name	Edleen primary school
You were working at:	Trainers
Occupation	Teachers Assistant
What you did at this job position?	I used to observe all the covid 19 protocols towards learners, assisting with marking learners books, assisting teachers with typing learners assignments and making sure that every learner is safe during lunch time and after school.
Working period	<b>nuo 2022.04 iki 2023.03</b>
Company name	Ask Sesfikile Accountants
You were working at:	Accountants
Occupation	Financial Accounting internship
What you did at this job position?	I did bookkeeping for monthly clients, registration of companies, submission of tax returns and preparing the financials for companies.

### Education

Educational period	<b>nuo 2016.02 iki 2018.11</b>
Degree	Diploma
Educational institution	Boston city campus and business college
Educational qualification	Financial Accounting
I could work	As anything with Accounting/finance and administration

### Languages

Language	Speaking level	Understanding level	Writing level
Tshivenda	fluent	fluent	fluent
English	fluent	fluent	fluent
Sepedi	fluent	fluent	fluent
isiZulu	fluent	fluent	fluent

### Computer knowledge

I am excellent in all Microsoft suit which are:

- Excel
- Microsoft Word
- PowerPoint
- Outlook

I am also familiar with the Accounting computerized software with is sage and quickbooks.

### Conferences, seminars

N/a

### Recommendations

Contact person	Pretty Cholephi
Occupation	Directing manager
Company	Ask Sesfikile Accountants
Telephone number	0718839310
Email address	Prettylukz@gmail.com

### Additional information

Your hobbies	I play and watch soccer I read books
Driver licenses	C1 Heavy Vehicle 3,500kg - 16,000kg
Driver license from	2018-01-00 (8 years)
Salary you wish	10000 R per month
How much do you earn now	N/a R per month