



Paulinah Molemohi

Curriculum Vitae (CV)

What job i'm looking for? My positive points

My name is Paulinah Molemohi. I am currently working for Institute of health programs and systems, as a Data capture based in Johannesburg.

I was working as a Data capture for Wits RHI, from 18 September 2018 to January 2023. I would very much love to use the experience I gained, and I was nominated as the best performing Data capture in Tshwane district.

I have trained the learners on the systems and customer service and I have good discipline skills and not taking sides

I developed good communication, interpersonal and self-management skills including confidentiality of clients.

I have worked for Virgin Mobile call center as a Call center agent, where I was doing both inbound and outbound calls. Also I did my practical with Department of Health assisting Human resource clerks. I was doing capturing of leave forms, Filing, new appointment of Enrolled nurses and answering calls to verify if the person is employed by the Department of health.

My background and career goals seem to match your job requirements well. I am genuinely interested in this position and work with you.

I am looking forward to meet you as soon as I am considered to further discuss my qualification and experience.

Yours faithful

Paulinah Molemohi

0726021503

Preferred occupation

Administrators
Administrative jobs

Human resource clerk Any
Management, human resources jobs

Contacts and general information about me

Day of birth	1985-02-24 (39 years old)
Gender	Female
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

Additional information

Salary you wish	21000 R per month
How much do you earn now	20782 R per month