

# Refiloe Motau

## Curriculum Vitae (CV)

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

I'm an independent person who is ambitious, organized and very well motivated. I adapt easily to change and also I'm eager to learn and take on new challenges as I'm also a team player.

Please do not hesitate to contact me as I am available to start immediately.

Preferred occupation	Generals General jobs
	Cashiers Retail, store jobs
	Filing clerk Administrative jobs
Preferred work location	East Rand Gauteng

## **Contacts and general information about me**

Day of birth	1992-12-20 (33 years old)
Gender	Female
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 **nuo 2021.11 iki 2022.08**  
Company name **W J Mpengesi Primary School**  
You were working at: **Part time jobs**  
Occupation **General Worker**  
What you did at this job position? **Cleaning and helping with the student**

Working period	<b>nuo 2018.07 iki 2019.08</b>
Company name	Dan Radebe Primary School
You were working at:	Administrators
Occupation	Office administration
What you did at this job position?	Answer phonecalls, do photocopies, filling, typing and assisting parents

### **Education**

Educational period	<b>nuo 2011.02 iki 2012.11</b>
Degree	Certificate
Educational institution	Rosebank College
Educational qualification	Higher Certificate in Office Administration
I could work	I am unemployed

### **Languages**

<b>Language</b>	<b>Speaking level</b>	<b>Understanding level</b>	<b>Writing level</b>
English	very good	very good	very good

### **Computer knowledge**

I do know the computer basics

### **Conferences, seminars**

N/A

### **Additional information**

Driver licenses	None
Salary you wish	4000 R per month
How much do you earn now	00 R per month