



# Ntombovuyo Charlie

Curriculum Vitae (CV)

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

I am currently looking for an employment around Eastern Cape province or KZN for administrative work or shop floor coordinator. I have experience in HR and finance administrator from Woolworths. And worked as a receiving clerk in one of the leading warehouses Leroy Merlin in Johannesburg. Currently working as a store manager at John Craig.

Preferred occupation                      Administrators  
Administrative jobs

Preferred work location                      Eastern Cape

## Contacts and general information about me

Day of birth                                      1984-05-11 (41 years old)

Gender    Female

Residential location                              Other Eastern Cape  
Eastern 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 2012.10 iki 2016.05**

Company name                                      Woolworths

You were working at:                              Administrators

Occupation    Store Administrator

What you did at this job position?      HR and finance administrator

Working period                                      **nuo 2019.07 iki 2022.07**

Company name                                      Leroy Merlin

You were working at:                              Store person

Occupation    I worked as a cashier then later promoted to receiving clerk.

What you did at this job position?      Receiving stock from different suppliers, capturing invoices, managing IBTs from store to store and stock orders.

## Education

Educational period	<b>nuo 2019.07 iki 2022.07</b>
Degree	Grade 12 / Matric
Educational institution	Mount Frere High School
Educational qualification	Matric

**Languages**

<b>Language</b>	<b>Speaking level</b>	<b>Understanding level</b>	<b>Writing level</b>
English	very good	very good	very good
isiXhosa	fluent	fluent	fluent
Sesotho	good	good	basic

**Computer knowledge**

Emails, internet, excel and Microsoft Word

**Recommendations**

Contact person	Johan Verwey
Occupation	Regional Manager
Company	John Craig

**Additional information**

Driver licenses	EB Articulated Light Vehicle $\leq$ 3,500kg
Driver license from	2015-06-00 (10 years)
Salary you wish	R15 000 R per month
How much do you earn now	R10 000 R per month