



Fundile Dlamini

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am looking for Admin Clerk and my positive points include: Communication skills

Adaptability

Computer literacy

Making calls

Scheduling meetings

Writing minutes

Preferred occupation Waiters, waitresses
Restaurant, bar service jobs

Receptionist
Administrative jobs

Preferred work location KwaZulu-Natal

Contacts and general information about me

Day of birth 2002-01-12 (22 years old)

Gender Female

Residential location Durban City
KwaZulu-Natal

Telephone number *Information is available only for registered users.*
[Sign in](#)

Email address *Information is available only for registered users.*
[Sign in](#)

Work experience

Working period **nuo 2022.01 iki 2023.01**

Company name Dr Seme Ka Isaka Seme Memorial Hospital

You were working at: Operations Clerk

Occupation Administration clerk

What you did at this job position? Staff Allocation, switchboard operator, writing minutes and editing them

Education

Educational period	nuo 2020.02 iki 2023.12
Degree	Diploma
Educational institution	Durban University Of Technology
Educational qualification	Diploma in public administration management
I could work	Receptionist, Admin Clerk, supervisor

Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent

Additional information

Salary you wish	7000 R per month
How much do you earn now	2500 R per month