

# **Xolile Ngozo**

Curriculum Vitae (CV)

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

I am looking for an administrative jobs such clerk or receptionist, and general jobs such as cleaning or packing. I am computer literate and I am able to work under pressure. I have good communication skills and I know more than 3 South African languages English included.

Preferred occupation Administrators

Administrative jobs

Generals
General jobs

Cleaners Labour jobs

Preferred work location Phuthaditihaba

Free State

#### Contacts and general information about me

Day of birth 2002-05-17 (23 years old)

Gender Female

Residential location Phuthaditjhaba

Free State

Telephone number Information is available only for registered users.

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#### **Education**

Educational period **nuo 2017.01 iki 2019.12** 

Degree Grade 12 / Matric

Educational institution Morena Mokopela Secondary School

Educational qualification National Senior Certificate

## Languages

Language	Speaking level	Understanding level	Writing level
English	very good	fluent	very good
Sesotho	fluent	fluent	fluent
isiZulu	very good	very good	very good

# Computer knowledge

I am computer literate. I have done computer courses in my tertiary education and passed it with distinctions.

## **Additional information**

Your hobbies Reading novels. Playing soccer and volleyball.

Driver licenses None

Salary you wish 7000 R per month