



Kesenogile Poo

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Organizing and filling documents planning and coordinating company events communication and implementing office policies answering phone calls and greeting customers and guests

Preferred occupation **Administrators**
Administrative jobs

Preferred work location **Rustenburg**
North West

Contacts and general information about me

Day of birth **1999-07-16 (26 years old)**

Gender **Female**

Residential location **Rustenburg**
North West

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

Email address *Information is available only for registered users.*
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Education

Educational period **nuo 2022.01 iki 2024.12**

Degree **Certificate**

Educational institution **College**

Educational qualification **Office administration**

I could work **Yes**

Languages

Language	Speaking level	Understanding level	Writing level
Setswana	fluent	fluent	very good

Computer knowledge

Microsoft excela , Microsoft office, PowerPoint

Additional information

Your hobbies **Music**

Exercising Leanerning

Driver licenses

None

Salary you wish

30000-40000 R per month

How much do you earn now

1500 R per month