



Asavela Bomela

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I'm looking for a job, finance jobs, procurement or any job.

I'm a dedicated and very responsible young woman who love facing challenge and overcoming them. Ability to work well under pressure flexible, Ability to adapt quickly to changes and new environment can communicate well with other people to make sure that the target are being achieved.

Preferred occupation	Procurement officer Finance jobs
Preferred work location	East London Eastern Cape

Contacts and general information about me

Gender	Female
Residential location	Willowvale Eastern Cape
Telephone number	<i>Information is available only for registered users.</i> Sign in
Email address	<i>Information is available only for registered users.</i> Sign in

Work experience

Working period	nuo 2018.10 iki 2021.03
Company name	Department of Education
You were working at:	Procurement officer
Occupation	Intern
What you did at this job position?	Pre-Audit and Post Audit HR and SCM documents before ordering process and HR documents such as S&T and Fuel auditing of compensation of employee's documents before capturing as well auditing documents before final payment and compile monthly report

Education

Educational period	nuo 2016.01 iki 2017.10
Degree	Diploma
Educational institution	Walter sisulu University
Educational qualification	Financial information systems
I could work	Finance

Languages

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

Computer knowledge

Ms word, Excell, Power point and Outlook

Recommendations

Contact person	Miss YY Mtwazi
Occupation	Mentor ICU
Company	Department Of Education
Telephone number	049 809 2289
Email address	yandiswa.mtwazi@ecdoe.gov.za

Additional information

Your hobbies	Singing and Jogging
Driver licenses	None
Salary you wish	9000 R per month
How much do you earn now	5000 R per month