



# Lulekwa Toni

Curriculum Vitae (CV)

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

Administrative work such as capturing information, sending emails, retrieve and restore information. Send emails, typing printing and photocopying documents.

Preferred occupation	Receptionist
	Administrative jobs
	Housekeeper
	Hotel jobs
	Waiters, waitresses
	Restaurant, bar service jobs
	Dishwashers
	Kitchen jobs
	Shop assistants
	Retail, store jobs
Preferred work location	Cape Town
	Western Cape
	Cape Flats
	Western Cape

## Contacts and general information about me

Day of birth	1998-04-15 (27 years old)
Gender	Female
Residential location	Stellenbosch
	Western Cape
Telephone number	Information is available only for registered users. <a href="#">Sign in</a>
Email address	Information is available only for registered users. <a href="#">Sign in</a>

## Work experience

Working period	<b>nuo 2023.03 iki 2023.09</b>
Company name	Samkele Primary school
You were working at:	Administrators
Occupation	Office administrator
What you did at this job position?	Capturing, emailing, typing, photocopying, printing

### Education

Degree	Certificate
Educational institution	Lovedale public college
Educational qualification	Public Management

### Languages

Language	Speaking level	Understanding level	Writing level
English	very good	very good	very good
isiXhosa	fluent	fluent	fluent
Setswana	good	good	basic

### Computer knowledge

MS word

Excell Preadsheet

Power Point

One Note

### Additional information

Salary you wish	R10000 R per month
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