



# Jethro Tshoma

Curriculum Vitae (CV)

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

Highly motivated young man. I just finished my Work integrated learning exposure in the field of Management assistant. I have experience in HR administration. Eager to leverage acquired skills and practical experience for an entry level position

Preferred occupation

Administrators  
Administrative jobs

Jobs for students  
Student jobs

Generals  
General jobs

## Contacts and general information about me

Day of birth 1994-03-16 (31 years old)

Gender Male

Residential location Pretoria / Tshwane  
Gauteng

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

Email address *Information is available only for registered users.*  
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## Work experience

Working period **nuo 2022.07 iki 2023.12**

Company name National Lotteries Commission

You were working at: Administrators

Occupation HR administration intern

What you did at this job position? I was assisting with recruitment processes. Arranging interviews and preparing the questionnaires for the interview

Working period **nuo 2016.03 iki 2020.01**

Company name Pack N Stack

You were working at: Salesman

Occupation Merchandiser

What you did at this job position? I was packing stock on the shelves.

### Education

Educational period	<b>nuo 2020.01 iki 2022.12</b>
Degree	Diploma
Educational institution	Tshwane North Tvet College
Educational qualification	Management Assistant

### Languages

Language	Speaking level	Understanding level	Writing level
English	good	very good	very good
Sepedi	fluent	fluent	very good
isiZulu	basic	good	do not know

### Computer knowledge

Ms word,excel, power point.

### Additional information

Your hobbies	Sports, Watching TV
Driver licenses	None
Salary you wish	7000 R per month