



Thato Mbulelo Rampai

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Office Admin/Administrator. I am looking forward forward to being employed by any company. I am ready to help the team to achieve the aims and vision of the company.

Preferred occupation Administrators
Administrative jobs

Preferred work location Rustenburg
North West

Contacts and general information about me

Day of birth 1998-06-04 (25 years old)

Gender Male

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.*
[Sign in](#)

Work experience

Working period **nuo 2019.06 iki 2022.07**

Company name Thuso Primary School

You were working at: Administrators

Occupation Administrative Assistant

What you did at this job position? Data capture, filling, scan documents and Email and do do copies, drafting notes

Working period **nuo 2018.06 iki 2019.06**

Company name Insure Africa

You were working at: Agents

Occupation Supervisor Agent

What you did at this job position? Approaching clients, breaf agents with new strategy of business

Education

Educational period **nuo 2006.01 iki 2018.04**

Degree Grade 12 / Matric

Educational institution Batlhaping High School

Educational qualification Information Technology

I could work Administration

Educational period **nuo 2020.01 iki 2022.02**

Degree Diploma

Educational institution Alison

Educational qualification Information Technology

I could work Administration

Languages

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

Computer knowledge

Typing Skills

Microsoft word

Microsoft Excel Basic

Microsoft PowerPoint Basic

Recommendations

Contact person B.M Matolong

Occupation Former Principal

Company Thuso Primary School

Telephone number 072 738 3055

Email address banabotlhemarymatolong@gmail.com

Additional information

Your hobbies TV
Soccer
Athletics
Read Books

Driver licenses None

Salary you wish R16 000 R per month

How much do you earn now R0 R per month