



Sabelo Mtshali

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Experienced Administration clerk with a demonstrated history of working at an Operational Trust (ORT SA). Skilled in working at the admin/reception, performing a variety of administrative and clerical tasks. Providing support to my manager and employees, assisting in daily office needs and managing a company's general administrative activities. Preparing reports and maintaining appropriate filing systems. Holding a bachelor's degree in public administration Focused in Management and Public Admin from University of KwaZulu-Natal.

Preferred occupation **Administrators**
Administrative jobs

Debtors clerk
Finance jobs

Preferred work location **Johannesburg**
Gauteng

Contacts and general information about me

Day of birth 1996-07-21 (29 years old)

Gender Male

Residential location **midrand**
Gauteng

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

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

Education

Educational period **nuo 2016.01 iki 2021.12**

Degree Degree

Educational institution UKZN

Educational qualification B.ADMINISTRATION IN PUBLIC ADMIN & MANAGEMENT

I could work ANY OFFICE WORK OR GENERAL WORK

Additional information

Driver licenses None

Salary you wish 15000 R per month

How much do you earn now 10000 R per month