



Mpumelelo Mthimunye

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Any job for now is fine, because I'm unemployed and I want to be a participant in our economy

Preferred occupation	Waiters, waitresses Restaurant, bar service jobs
Preferred work location	Witbank Mpumalanga

Contacts and general information about me

Day of birth	1998-01-15 (28 years old)
Gender	Female
Residential location	Witbank Mpumalanga
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 2023.08 iki 2024.01
Company name	Quatra M, Corridor hills student resident
You were working at:	Receptionist
Occupation	Training
What you did at this job position?	Administration

Education

Educational period	nuo 2020.01 iki 2024.06
Degree	Diploma
Educational institution	Tshwane University of Technology
Educational qualification	Diploma in Administration Information Management
I could work	In cooperation with people

Educational period	nuo 2005.02 iki 2018.12
Degree	Grade 12 / Matric
Educational institution	Ziphakamisen Secondary School
Educational qualification	National Senior Certificate
I could work	In cooperation with people

Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent

Computer knowledge

offering versatile and office management skills proficiency in Microsoft Office programs. Strong planner and problem solver who readily adapts to change, works independently and exceeds expectations. Able to juggle multiple priorities and meet tight deadlines without compromising quality. Quick learner and interested in new systems and technologies that help contain high levels of customer satisfaction.

Recommendations

Contact person	(064) 865-8992
Occupation	Management
Company	Quatra M

Additional information

Your hobbies	Reading Cooking Selling
Driver licenses	None
Salary you wish	R5000 R per month
How much do you earn now	R0 R per month