



# Bongekile Singwane

Curriculum Vitae (CV)

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

I am someone who is deeply passionate about, Office Administration, Project Administration, Coordinator, and Data Capture. With seven years of robust experience in office administration coupled with a B-Tech in Public Management, I am confident in my ability to make a significant contribution to your esteemed organization.

I firmly believe that I am the ideal candidate for this role due to my exceptional communication skills, unwavering attention to detail, stakeholder-centric approach, and relentless drive to complete tasks efficiently. Throughout my career, I have consistently demonstrated my commitment to excellence, ensuring that all administrative processes are executed flawlessly to support organizational objectives

Preferred occupation      Administrators  
Administrative jobs

Data capturers  
Administrative jobs

Preferred work location      Johannesburg  
Gauteng

## Contacts and general information about me

Day of birth      1992-01-03 (34 years old)

Gender      Female

Residential location      Johannesburg  
Gauteng

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

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

## Additional information

Salary you wish      20000 R per month

How much do you earn now      12000 R per month