



Vulikhaya Obedian Mdladlamba

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am looking for being a receptionist or administrator or personal assistant.

I think this jobs are a good fit for what I've been doing and enjoying throughout my career and I feel like I am ready to take on more responsibility.

Preferred occupation	Receptionist Administrative jobs
	Government jobs Government jobs
Preferred work location	Potchefstroom North West

Contacts and general information about me

Day of birth	1995-11-29 (28 years old)
Gender	Male
Residential location	Klerksdorp 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 2020.01 iki 2023.12
Company name	Zamukulunga primary school
You were working at:	Administrators
Occupation	Receptionist
What you did at this job position?	Data capturing (SA-SAMS), bookkeeping, administration, maintaining and retrieve files, switchboard, etc.

Education

Educational period	nuo 2018.01 iki 2019.06
Degree	Diploma
Educational institution	Vuselela TVET college
Educational qualification	Management Assistant
I could work	Yes

Languages

Language	Speaking level	Understanding level	Writing level
English	good	good	good

Computer knowledge

MS Word, MS Excel, MS Access.

Recommendations

Contact person	0783572183
Occupation	Clerk
Company	Zamukulunga primary school
Telephone number	0185000207
Email address	zamukulungapschool@gmail.com

Additional information

Your hobbies	I am a Chorister
Driver licenses	None
Salary you wish	20000 R per month
How much do you earn now	None R per month