



# Carlos Mailula

Curriculum Vitae (CV)

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

As a third year student studying towards my diploma in Administrative information management, I am looking for a job of being under administrative management. Where I will exercise my educational skills towards the field and learn from experienced professionals in the field. Teamwork, Positivity and resilience are my true strength.

Preferred occupation	Data capturers Administrative jobs
Preferred work location	Witbank Mpumalanga

## Contacts and general information about me

Gender	Male
Residential location	Witbank Mpumalanga
Telephone number	Information is available only for registered users. <a href="#">Sign in</a>
Email address	Information is available only for registered users. <a href="#">Sign in</a>

## Work experience

Company name	As a graduate in Administrative information management, I am looking for a job of being under administrative management. Where I will exercise my educational skills towards the field and learn from experienced professionals in the field. Teamwork, Positi
Occupation	I am looking for a job related to administrative management.
What you did at this job position?	As a graduate in Administrative information management, I am looking for a job of being under administrative management. Where I will exercise my educational skills towards the field and learn from experienced professionals in the field. Teamwork, Positivity and resilience are my true strength.

## Education

Educational period **nuo 2014.01 iki 2020.12**  
 Degree Grade 12 / Matric  
 Educational institution Coronation High School  
 Educational qualification National Senior Certificate

Educational period **nuo 2021.01 iki 2024.12**  
 Degree Diploma  
 Educational institution Tshwane University of Technology  
 Educational qualification Diploma  
 I could work Under any Administrative jobs

### Languages

Language	Speaking level	Understanding level	Writing level
Sepedi	fluent	fluent	very good
English	good	good	good
isiZulu	good	good	good
Setswana	good		good

### Computer knowledge

Microsoft skills

### Conferences, seminars

A graduate seminar.

### Recommendations

Contact person Thoko Mashiane  
 Occupation Facility Manager  
 Company Department of health  
 Telephone number 072 289 8090/013 658 6309

Contact person Makwetla Mahlare  
 Occupation Grant clinical Administraor  
 Company Tshwane University of Technology  
 Telephone number 012 383 6303/076 057 4825  
 Email address MahlareJM@tut.ac.za

### Additional information

Driver licenses None  
 Salary you wish 10000 R per month