



Tariro Vannissa Mandaza

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am looking for a human resource assistant or officer as well as an administrator clerk. I can fit in both roles. Currently I have 2 roles at the company I am working with. As a human resource assistant I have functions namely recruitment and selection, induction of new employees, training and development on the job and off the job, Attending safety talks and stand downs.

For the administration clerk I have roles of data entry both medicals and Personal Protective equipment. I have sound knowledge of the BMS policy and ISO regulations as well. I will add value to the organization through brilliant ideas that results in high productivity and in turn a competitive advantage in this business world.

I look forward to to join an amazing team and grow within the organization.

Preferred occupation

HR intern

Management, human resources jobs

Administrators

Administrative jobs

HR specialists

Management, human resources jobs

Preferred work location

East London

Eastern Cape

Contacts and general information about me

Day of birth

1993-12-26 (30 years old)

Gender

Male

Residential location

Coffee Bay

Eastern Cape

Telephone number

Information is available only for registered users.

[Sign in](#)

Email address

Information is available only for registered users.

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Additional information

Salary you wish

5000 R per month

How much do you earn now

4500 R per month