



# Nondumiso Gugulethu Kubheka

Curriculum Vitae (CV)

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

Office Administrator / Clerk

Receptionists

General Worker

I would like to take this opportunity applying for the above vacancy opportunity of being a Admin Clerk or Receptionists.currently seeking employment to grow my skills and experience. I am eager to bring my skills and enthusiasm to your team, and excited to learn more about the opportunity of being a Receptionists or Office Administrator. My ability to prioritize tasks and meet deadlines has consistently allowed me to exceed expectations in a fast paced environment.My resume is enclosed for your assessment. Given my related experience in the field and excellent capabilities, I would appreciate your consideration for this job opening. I always pay attention to details, team player vibrant and energetic. I have good communication skills verbal and nonverbal, punctually and ability to work under pressure.

Preferred occupation

Generals

General jobs

Receptionist

Administrative jobs

Preferred work location

Ermelo

Mpumalanga

## Contacts and general information about me

Day of birth 2000-04-14 (25 years old)

Gender Female

Residential location Volksrust  
Mpumalanga

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 R8000 R per month

How much do you earn now N/A R per month