



Eliyas Ngobeni

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Office Administrator .

Admin Clerk

Call Center Representative

Positive Points:

Strong Organizational Skills: Proven ability to manage multiple tasks and maintain order in busy office environments.

Effective Communication: Skilled in both verbal and written communication, allowing for clear interaction with colleagues and clients.

Time Management: Capable of prioritizing tasks efficiently to meet deadlines and maintain productivity.

Attention to Detail: Meticulous in handling documents and data entry, ensuring accuracy and reliability.

Customer-Focused: Experience in providing exceptional service, particularly in a call center setting, fostering positive customer relationships.

Adaptability: Quick to learn new systems and processes, adjusting to various office dynamics and requirements.

Team Player: Collaborative mindset, working well with others to achieve common goals while also being capable of independent work.

Preferred occupation Administrators
Administrative jobs

Preferred work location Pretoria / Tshwane
Gauteng

Contacts and general information about me

Day of birth 2000-07-08 (25 years old)

Gender Male

Residential location Pretoria / Tshwane
Gauteng

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

Email address

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Additional information

Salary you wish

13000 R per month