



# Ntokozo Sitshele

Curriculum Vitae (CV)

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

General Work, Receptionist, waitress and housekeeper. My points are to focus on my job description.

Preferred occupation

Generals

General jobs

Receptionists

Hotel jobs

Filing clerk

Administrative jobs

Government jobs

Government jobs

Housekeeper

Hotel jobs

Preferred work location

Bloemfontein

Free State

Botshabelo

Free State

## Contacts and general information about me

Day of birth

2002-08-14 (23 years old)

Gender

Female

Residential location

Aliwal North

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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## Education

Educational period

**nuo 2022.01 iki 2024.12**

Educational institution

Ikhala Tvet College

Educational qualification

Office Administrator

I could work

As Receptionist and Office admin assistant

**Languages**

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	very good
isiXhosa	fluent	very good	very good

**Computer knowledge**

Microsoft Word

Excel

PowerPoint

Outlook Emails and Access

**Recommendations**

Contact person	Molemosi Lebenya
Occupation	Supervisor
Company	Economic Development
Telephone number	0719604318
Email address	molemosilebenya84@gmail.com

**Additional information**

Your hobbies	Music Writing Reading
Driver licenses	None
Salary you wish	3500 R per month
How much do you earn now	2000 R per month