



Nyakallo Maema

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I'm looking for a position where I can use my skills or experience, grow professionally, and contribute to a team environment. I'm especially interested in roles related to customer service, assistant, administration, keeping the environment tidy, retail, working with learners or children, where I can interact with people and provide excellent service.

My positive points:

I am patient, reliable and flexible.

I am good with people and enjoy helping customers.

I work well under pressure and can handle busy environments.

I am a fast learner and always willing to improve.

I am honest and take responsibility for my work.

Preferred work location	Bethlehem Free State
	Bloemfontein Free State
	Phuthaditjhaba Free State

Contacts and general information about me

Day of birth	2000-04-20 (25 years old)
Gender	Female
Residential location	Bethlehem Free State
Telephone number	<i>Information is available only for registered users.</i> Sign in
Email address	<i>Information is available only for registered users.</i> Sign in

Work experience

Working period **nuo 2023.05 iki 2023.09**

Company name Thabo Thokoza High School

You were working at: Teachers

Occupation Education Assistant

What you did at this job position? Invigilated examinations, facilitated engaging class activities and supported the educator in delivering lessons, managed attendance records, assisted with effective behaviour management, assisted the teacher with administrative tasks, including copying and distributing materials as required, recorded learners academic performance through careful marking

Working period **nuo 2023.10 iki 2024.05**

Company name Truworths

You were working at: Direct sales consultant

Occupation Sales Consultant

What you did at this job position? Operated as a cashier, coordinated banking procedures, unpacked and displayed new inventory on the sales floor Assisted customers in fitting rooms, facilitated the receipt of new stock, conducted stock counts and inventory checks

Education

Educational period **nuo 2017.01 iki 2019.12**

Degree Grade 12 / Matric

Educational institution Tseki Senior Secondary School

Educational qualification Bachelor

Languages

Language	Speaking level	Understanding level	Writing level
Sesotho	good	good	good
English	good	good	good

Computer knowledge

Basic computer knowledge:

Comfortable using email and internet browsing

Able to type accurately

Basic knowledge of using Microsoft Word

Comfortable with using a computer for everyday tasks

Recommendations

Contact person	Mosikatsana JJ
Occupation	Clerk
Company	Thabo Thokoza High School
Telephone number	0606135513

Contact person	Ngozo Sibongile
Occupation	Supervisor
Company	Truworths
Telephone number	0637749237
Email address	sibongilengozo68@gmail.com

Additional information

Your hobbies	Pooltable Chess 30 seconds game to teach me things and trains my brain to think quickly Reading motivational and inspirational quotes Watching documentaries & sports over the weekends
Driver licenses	C1 Heavy Vehicle 3,500kg - 16,000kg
Driver license from	2024-07-00 (1 years)
Salary you wish	From 4000 R per month