



Penelope Lebohang Mashume

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I have good qualities in handling enquiries and objectives, gaining and conveying information and after-sales services. I also have excellent customer service skills, communication skills, computer skills and administrative skills. I set high standards of quality and quantity and levels of accuracy.

Preferred occupation	Generals General jobs
Preferred work location	Johannesburg Gauteng

Contacts and general information about me

Day of birth	1997-08-03 (28 years old)
Gender	Male
Residential location	Johannesburg Gauteng
Telephone number	Information is available only for registered users. Sign in
Email address	Information is available only for registered users. Sign in

Work experience

Working period	nuo 2018.10 iki 2019.11
Company name	DisChem pharmacies
You were working at:	Cashiers
Occupation	Cashier
What you did at this job position?	Day to day sales transactions. Customer service and satisfaction.
Working period	nuo 2023.02 iki 2024.07
Company name	Gauteng Department of Education
You were working at:	Teachers
Occupation	Education assistant
What you did at this job position?	Assist with issuing and collecting question papers. Assist with classworks and reading. Typing written lesson plans. Keeping the class quiet and in order.

Education

Educational period	nuo 2020.02 iki 2021.12
Degree	Certificate
Educational institution	Central Johannesburg TVET College
Educational qualification	Business management N4
I could work	As a business manager.

Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent
Sesotho	fluent	fluent	fluent
isiZulu	very good	very good	good

Computer knowledge

Computer literacy.

Additional information

Your hobbies	I work in a systematic, methodical and orderly manner.
Driver licenses	None
Salary you wish	5000 R per month