



Maria Dipudi

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am seeking an entry-level role in customer service, data support, or administrative assistance where I can apply my organisational skills, attention to detail, and ability to work with information accurately. I am interested in a position that allows me to support customers or teams, manage records, handle queries, and contribute to efficient daily operations. I am eager to learn, grow professionally, and add value to an organisation through reliability, strong communication, and a positive work ethic.

Preferred occupation Customer care agent
Administrative jobs

Preferred work location Johannesburg
Gauteng

Contacts and general information about me

Day of birth 1993-11-20 (32 years old)

Gender Female

Residential location Johannesburg
Gauteng

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

Email address *Information is available only for registered users.*
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Work experience

Working period **nuo 2021.02 iki 2022.11**

Company name FoodBank

You were working at: Administrators

Occupation Social survice

What you did at this job position? Data Capture

Education

Educational period **nuo 2014.01 iki 2014.12**

Educational institution Tlokwe Secondary School

Educational qualification grade 12

Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent

Computer knowledge

Organized and detail-oriented professional with experience in data capturing, virtual assistance, and social support roles. Skilled in managing and maintaining accurate information, coordinating administrative tasks, and preparing clear, well-structured reports. Proficient in Excel, Power BI, SQL, and Python, with a strong ability to identify patterns, improve processes, and support effective decision making.

Recommendations

Contact person	Senzo
Occupation	Manager
Company	Foodbank
Telephone number	082 488 5248

Additional information

Your hobbies	SKILLS <ul style="list-style-type: none"> • Data Capturing & Data Management • Data Analytics • Microsoft Excel (including Pivot Tables) • Power BI • SQL • Python • Data Visualization • Administrative & Virtual Assistance
Driver licenses	None
Salary you wish	6000 R per month
How much do you earn now	N/A R per month