



Tumelo Matjipa

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am hereby to apply for any Administration work. I am employed as a learner Secretary at the department of Home Affairs.

My current position gives me an opportunity to gain interpersonal skills, communication skills and listening skills as I interact with both internal and external clients on a daily basis.

I am a fast learner and adjust easily to new environment which assist me to develop in my jobs, my educational background with my experience will help me to do the job better.

Preferred occupation	HR specialists
	Management, human resources jobs
	Secretaries
	Administrative jobs
	Administrators
	Administrative jobs
Preferred work location	Johannesburg
	Gauteng
	Pretoria / Tshwane
	Gauteng

Contacts and general information about me

Day of birth	1991-09-30 (34 years old)
Gender	Male
Residential location	Pretoria / Tshwane
	Gauteng
Telephone number	Information is available only for registered users. Sign in
Email address	Information is available only for registered users. Sign in

Additional information

Salary you wish	R11000 R per month
How much do you earn now	R2500 R per month