

# **Refilwe Mahasha**

Curriculum Vitae (CV)

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

I am Refilwe, I complete my N6 Business Management at Letaba FET College(Tzaneen). I also obtain an Experiential Training at Maphutha L Malatji Hospital under Finance. I also have experiential training for Secretarial Admin at S-tech. During this all training i learned more skills and knowledge and am hard worker, fast learner and am willing to work with other people.

Preferred occupation Jobs for students

Student jobs

Preferred work location Limpopo

#### Contacts and general information about me

Day of birth 1977-03-18 (48 years old)

Gender Female

Residential location Phalaborwa

Limpopo

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 2006.12 iki 2007.02

Company name Department of Health and Social Development( Maphutha L

Malatji Hospital)

You were working at: Receptionists

Occupation Experiential Training

What you did at this job position? Filling patients files, Register Patients on the system, Debtors

and Creditors Control, Update Commitment Register, Inbound

and outbound calls. Customer Service

## **Education**

Educational period **nuo 2004.01 iki 2006.06** 

Degree Certificate

Educational institution Letaba FET College

Educational qualification N6 Business Management Certificate

I could work yes

## Languages

| Language | Speaking level | <b>Understanding level</b> | <b>Writing level</b> |
|----------|----------------|----------------------------|----------------------|
| English  | good           | good                       | good                 |
| Sepedi   | fluent         | fluent                     | fluent               |
| Xitsonga | very good      | very good                  | very good            |

## **Computer knowledge**

Microsoft office: Microsoft Word

Microsoft Access
Microsoft Excell

Microsoft Power Point

Microsoft Outlook

## **Additional information**

Your hobbies I was playing Netball at my privious school

Driver licenses C1 Heavy Vehicle 3,500kg - 16,000kg

Driver license from 2012-01-00 (13 years)
Salary you wish R4000 R per month
How much do you earn now R0.00 R per month