



Master Mathe

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am self motivated who understand more in admin job.I can work with team and as individual .I am hard work .I have lots of experience in the field of admin .good leadership.

Preferred occupation	Administrators Administrative jobs
Preferred work location	Pretoria / Tshwane Gauteng

Contacts and general information about me

Day of birth	1992-10-27 (33 years old)
Gender	Male
Residential location	Pretoria / Tshwane Gauteng
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 2015.12 iki 2016.11
Company name	urbanvest property
Occupation	access control
What you did at this job position?	helping client and accessing armed security
Working period	nuo 2012.12 iki 2015.07
Company name	lennys printing office
You were working at:	Receptionists
Occupation	office duties and helping customers
What you did at this job position?	helping customer ,photography and typing faxing and answering business calls

Education

Educational period	nuo 2010.01 iki 2012.10
Degree	Diploma
Educational institution	Arise business college
Educational qualification	diploma in office cpmputing
I could work	I could work under pressure

Languages

Language	Speaking level	Understanding level	Writing level
English	good	very good	very good
isiZulu	basic	basic	basic
Sepedi	good	good	good
Setswana	basic	basic	basic
Xitsonga	very good	very good	very good
Tshivenda	very good	very good	fluent
Sesotho	good	good	good

Computer knowledge

emailing .internet .typing .scanning using Adobe reader ,Photoshop.excel ,PowerPoint etc

Conferences, seminars

none

Recommendations

Contact person	Percy munyai
Occupation	assistant manager
Company	crazy shop
Telephone number	+27794063272
Email address	tpmunyai@gmail.com

Additional information

Your hobbies	watching soccer and listening to music
Driver licenses	None
Salary you wish	5000 R per month
How much do you earn now	4500 R per month