



Melbar Mokoena

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Well mennered.honest and good commutation skills. Am computer literate and a fast learner. Can take on any task given to me.love a challenge and work well under pressure.

| | |
|-------------------------|---------------------------------------|
| Preferred occupation | Administrators Administrative jobs |
| Preferred work location | Johannesburg Gauteng |
| | West Rand Gauteng |
| | East Rand Gauteng |
| | Sedibeng Gauteng |
| | Pretoria / Tshwane Gauteng |

Contacts and general information about me

| | |
|----------------------|---|
| Day of birth | 1990-11-02 (35 years old) |
| Gender | Female |
| Residential location | Johannesburg 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 |

Education

| | |
|---------------------------|--------------------------------|
| Educational period | nuo 2014.01 iki 2016.11 |
| Degree | Certificate |
| Educational institution | Sedibeng College |
| Educational qualification | NCV level 2 - level 4 |
| I could work | Administration work |

Languages

| Language | Speaking level | Understanding level | Writing level |
|----------|----------------|---------------------|---------------|
| English | fluent | fluent | fluent |
| isiXhosa | very good | very good | very good |
| Sesotho | fluent | fluent | fluent |
| Setswana | fluent | fluent | fluent |
| Xitsonga | fluent | very good | very good |

Computer knowledge

Word

Excel

PowerPoint

Mail merge

Additional information

| | |
|--------------------------|--|
| Your hobbies | Reading writing Listening to music |
| Driver licenses | C1 Heavy Vehicle 3,500kg - 16,000kg |
| Driver license from | 2016-01-00 (10 years) |
| Salary you wish | + -15 000.00 R per month |
| How much do you earn now | 0.00 R per month |