



# Naledi Malefane

Curriculum Vitae (CV)

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

I am a goal orientated person. Hard worker by nature . I love learning new things and a fast learner too.You will never regret hiring me.

|                         |  |
|-------------------------|--|
| Preferred occupation    | HR specialists<br>Management, human resources jobs |
|                         | Beauty Advisor<br>Beauty industry jobs             |
|                         | Cashiers<br>Retail, store jobs                     |
| Preferred work location | Pretoria / Tshwane<br>Gauteng                      |

## Contacts and general information about me

|                      |   |
|----------------------|---|
| Day of birth         | 1993-10-11 (32 years old)   |
| Gender               | Female  |
| Residential location | Umtata / Mthatha<br>Eastern Cape  |
| Telephone number     | <i>Information is available only for registered users.</i><br><a href="#">Sign in</a> |
| Email address        | <i>Information is available only for registered users.</i><br><a href="#">Sign in</a> |

## Work experience

|                                    |   |
|------------------------------------|---|
| Working period                     | <b>nuo 2016.03 iki 2016.12</b>          |
| Company name                       | Clicks                                  |
| Occupation                         | Beauty Advisor                          |
| What you did at this job position? | Advised people on make-up and skin care |

## Education

|                           |   |
|---------------------------|---|
| Educational period        | <b>nuo 2012.01 iki 2012.12</b>            |
| Degree                    | Certificate                               |
| Educational institution   | Buffalo City College                      |
| Educational qualification | N4 Human Resources Management             |
| I could work              | An assistant, Data capturer, Receptionist |

### Languages

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

### Computer knowledge

Hence I studied Human Resources I am knowledgeable in computer. Microsoft Office. Microsoft Word and Microsoft excel

### Conferences, seminars

I have attended a conference at Correctional services as a guest speaker advising people on Make-up.

### Recommendations

|                  |                      |
|------------------|----------------------|
| Contact person   | Asanda Hlokoehla     |
| Occupation       | Manager              |
| Company          | Clicks Mthatha plaza |
| Telephone number | 0475324889           |

### Additional information

|                          |  |
|--------------------------|--|
| Your hobbies             | Cooking<br>Singing<br>Reading articles<br>Listening to documentaries |
| Driver licenses          | None   |
| Salary you wish          | 7000 R per month   |
| How much do you earn now | 5000 R per month   |