



# Patience Mahoso

Curriculum Vitae (CV)

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

I am looking for an assistant project manager or project manager position. I am very good at analysing and evaluating data, excellent data capturing, sourcing for information, fluent in English both writing and speaking it. I also have great communication skills, good with computers and negotiating. If you hire me I will never be a liability to the company but instead a great asset

Preferred occupation                      Management, human resources jobs

Preferred work location                      Johannesburg  
Gauteng

Pretoria / Tshwane  
Gauteng

## Contacts and general information about me

Day of birth                                      1987-11-14 (38 years old)

Gender    Female

Residential location                              Johannesburg  
Gauteng

Telephone number                              *Information is available only for registered users.*  
[Sign in](#)

Email address                                      *Information is available only for registered users.*  
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## Work experience

Working period                                      **nuo 2012.09 iki 2015.12**

Company name                                      UV COAT

You were working at:                              Administrators

Occupation    Human Resources Administrator

What you did at this job position?              marketing, team building seminars, liaising with customers, intermediate between employees and employers, call handling, filling and project managing

|                                    |   |
|------------------------------------|---|
| Working period                     | <b>nuo 2016.05 iki 2017.02</b>  |
| Company name                       | Dry Clean City  |
| You were working at:               | Managers  |
| Occupation                         | Manager   |
| What you did at this job position? | Helping customers who wanted to place orders, collect, training workers, making orders of the things we needed to use, marketing, researching, cashing up , stock taking and intermediate between employees and employers |

### Education

|                           |                                |
|---------------------------|--------------------------------|
| Educational period        | <b>nuo 2007.09 iki 2010.06</b> |
| Degree                    | Degree                         |
| Educational institution   | Women's University in Africa   |
| Educational qualification | Degree                         |
| I could work              | in NGOs, Hospitals and Homes   |

### Languages

| Language | Speaking level | Understanding level | Writing level |
|----------|----------------|---------------------|---------------|
| English  | fluent         | fluent              | fluent        |

### Computer knowledge

excellent computer literacy: Ms office excel, word, power point and internet

### Conferences, seminars

I attended a youth leadership seminar; being equipped to be good leaders , team player and many other things. I was also privileged enough to attend a Woman's Empowerment Conference in Zimbabwe July 2010 , learning about gender inequities, how to empower myself as a Woman and how to do projects and achieve our goals in life.

### Recommendations

|                  |                  |
|------------------|------------------|
| Contact person   | Marika           |
| Occupation       | Business owner   |
| Company          | Moraleta carwash |
| Telephone number | 0725088578       |
| Contact person   | Phillip          |
| Occupation       | Counsellor       |
| Company          | Realm of Hope    |
| Telephone number | +263 773 604 580 |

### Additional information

|                          |  |
|--------------------------|--|
| Your hobbies             | Adventuring<br>Reading<br>watching and playing sports like Cricket, soccer and netball |
| Driver licenses          | B Light Vehicle ≤ 3,500kg  |
| Driver license from      | 2013-03-00 (12 years)  |
| Salary you wish          | 12 000 R per month   |
| How much do you earn now | 10 000 R per month   |