



Khesani Mabasa

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am looking for HR position where I can apply theoretical knowledge that I gained while refining my employment history. I am highly self motivated and deadline driven. I thrive under pressure with attention to details.

I have solid experience in establishing HR policies, Strategies, procedures, and have had direct responsibilities in the following functional areas: HR and Administration departmental issues, , Medical aid, Payroll, LRA, SDL, BCEA, B-BBEE, EEA skills.

If I am to be given the opportunity, I will contribute positively towards success within your organisation. Please find attached resume below.

Thank you

Preferred occupation Administrators
Administrative jobs

Preferred work location East Rand
Gauteng

Contacts and general information about me

Day of birth 1991-08-30 (34 years old)

Gender Female

Residential location East Rand
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 2017.06 iki dabar
Company name	Kees Beyers Chocolates
You were working at:	HR specialists
Occupation	HR Assistant- Operations
What you did at this job position?	• Retain current copies of amendment of BCEA, LRA, EEA, SDA, SDL, BBBEE and UIF.

Education

Educational period	nuo 2011.01 iki 2012.12
Educational institution	PC Training and Business College
Educational qualification	Diploma in HRM
I could work	HR Officer, Hr Consulltant, HR Coordinator, HR Advisor, HR Specialist etc

Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent

Computer knowledge

Word
Excel
Outlook
Office

Additional information

Your hobbies	Socialising
Driver licenses	None
Salary you wish	0000 R per month
How much do you earn now	0000 R per month