



# Zamandayi Msomi

Curriculum Vitae (CV)

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

General work . I must be able to work under pressure. Ability to work on my own. Able to work retail hours. Good communication skills and positive attitude to my supervisor and colleagues

Preferred occupation **Generals**  
General jobs

Preferred work location **Durban City**  
KwaZulu-Natal

## Contacts and general information about me

Day of birth	1991-01-16 (34 years old)
Gender	Female
Residential location	<b>Durban City</b> KwaZulu-Natal
Telephone number	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>
Email address	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>

## Work experience

Working period	<b>nuo 2013.05 iki 2013.07</b>
Company name	Hlalakahle primary school
You were working at:	Receptionists
Occupation	Reception
What you did at this job position?	filling, typing,editing, printing school documents, receiving incoming circulars and direct them to the respective officials , receiving incoming calls and direct them to recipients and making appointments.

## Education

Educational period	<b>nuo 2014.02 iki 2016.06</b>
Degree	Certificate
Educational institution	Elangeni fet college
Educational qualification	Office Administration
I could work	general work

**Languages**

Language	Speaking level	Understanding level	Writing level
English		very good	very good

**Computer knowledge**

Typing, editing, printing, microsoft exel, microsoft powerpoint.

**Conferences, seminars**

Tongaat town hall, Icessa college 17 April 2016

**Recommendations**

Contact person	Q.O.Khuzwayo
Occupation	principal
Company	Hlalakahle primary school
Telephone number	0768961109

**Additional information**

Your hobbies	Reeding
Driver licenses	C1 Heavy Vehicle 3,500kg - 16,000kg
Driver license from	2016-11-00 (9 years)
Salary you wish	3000 R per month
How much do you earn now	800 R per month