

# Moleboheng Mofokeng

Curriculum Vitae (CV)

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

I am looking for a permanent job, that will grow me professionally and as an individual. I am a very good typist and writer, very quick to understand and learn. I am young, vibrant and able to work in a team.

Preferred occupation Receptionist

Administrative jobs

Preferred work location North West

#### Contacts and general information about me

Day of birth 1996-10-08 (27 years old)

Gender Female

Residential location Potchefstroom

North West

Telephone number Information is available only for registered users.

<u>Sign in</u>

Sign in

#### Work experience

Working period nuo 2015.10 iki 2016.11

Company name Pep stores company

You were working at: Salesperson

Occupation Cashier and Packer

What you did at this job position? Worked at the till as a cashier and packer

# **Education**

Educational period **nuo 2016.01 iki 2016.11** 

Degree Certificate

Educational institution Universal college outcomes

Educational qualification Certificate in information communication technology

I could work As a typist, secretary and filing clerk

Educational period **nuo 2018.01 iki 2018.07** 

Degree Certificate

Educational institution Vuselela TVET College

Educational qualification N4 Management Assistant

I could work As a typist, receptionist, clerk

# Languages

Language	Speaking level	Understanding level	Writing level
English	very good	very good	very good
Sesotho	fluent	very good	very good
isiZulu	good	good	basic

# **Computer knowledge**

Ms Word

Ms Exel

Ms Access

### **Additional information**

Driver licenses None

Salary you wish R5000 R per month How much do you earn now R2500 R per month