



Simon Mothoa

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am currently not working but from my previous company my positions were internal sale, office administrator and receiving and dispatch clerk. For now i am looking for office administration job. I am a hard working person i like working as a team and easily adopt, i pay attention to what ever that i do so that i can focus on thing. I like trying new things it doesn't matter if i fail but i try to make sure that i do not accept failure.

Preferred occupation	Administrators Administrative jobs
Preferred work location	Johannesburg Gauteng
	Lebowakgomo Limpopo
	Pretoria / Tshwane Gauteng

Contacts and general information about me

Day of birth	1990-12-12 (33 years old)
Gender	Male
Residential location	Johannesburg Gauteng
Telephone number	<i>Information is available only for registered users.</i> Sign in
Email address	<i>Information is available only for registered users.</i> Sign in

Work experience

Working period	nuo 2011.01 iki 2015.07
Company name	TCM
You were working at:	Technician
Occupation	Network cable technician
What you did at this job position?	Installing and test/repairing of network cables and other network devices

Working period **nuo 2015.08 iki 2018.10**

Company name Howlo (pty) Ltd

You were working at: Sales administrator

Occupation Sales and office administrator

What you did at this job position? Invoicing and processing purchase order also internal sale

Education

Educational institution Invoicing and processing purchase order also internal sale

Educational qualification Invoicing and processing purchase order also internal sale

I could work Invoicing and processing purchase order also internal sale

Languages

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

Additional information

Driver licenses C1 Heavy Vehicle 3,500kg - 16,000kg

Salary you wish 10 000 R per month