



# Neo Motloung

Curriculum Vitae (CV)

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

I am looking for administrative job, as i have studied management assistant at maluti tvet college. Also has 2years experience in administration,i have worked with a company called moripe holdings for my experiential course. I am a dedicated person when it comes to work and also working hard, i am also able to work under pressure.

Preferred occupation                      Administrators  
Administrative jobs

Preferred work location                      Bloemfontein  
Free State

## Contacts and general information about me

Day of birth                                      1992-08-18 (33 years old)

Gender                                              Female

Residential location                              Bethlehem  
Free State

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 2017.10 iki 2019.06**

Company name                                      Moripe holding business consults

You were working at:                              Administrators

Occupation                                              Clerk

What you did at this job position?      Managing my managers diary,making and answering calls,arranging meetings and nad making bookings.

Working period                                      **nuo 2016.06 iki 2017.06**

Company name                                      Mediclinic hoogland hospital

You were working at:                              Veterinarians

What you did at this job position?      Tranporting patients

## Education

Educational period	<b>nuo 2014.06 iki 2015.06</b>
Degree	Certificate
Educational institution	Maluti tvet college
Educational qualification	N6 certificate management assistant
I could work	Yes

#### Languages

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

#### Recommendations

Contact person	Nthabiseng
Occupation	Provincial coordinator
Company	Moripe holdings
Telephone number	0815920595
Email address	Nthabi791devilliers@gmail.com

#### Additional information

Your hobbies	Modeling Dancing
Driver licenses	None
Salary you wish	5000 R per month