



Nikisha Janki

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am a proactive individual, who works well individually or in a team. I am a quick learner and maintain professional interests at all times. I am trustworthy and reliable, and considering I have legal experience, I believe this would be beneficial to your firm.

Preferred occupation	Law, legal jobs
Preferred work location	Durban City KwaZulu-Natal

Contacts and general information about me

Gender	Female
Residential location	Durban City KwaZulu-Natal
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 2018.03 iki 2019.04
Company name	Desigan Pillay attorneys
You were working at:	Lawyers
Occupation	Legal secretary /clerk/assistant
What you did at this job position?	Admin acumen, drafting and serving legal documents on attorneys and at court, consultations, meeting and greeting clients
Working period	nuo 2019.05 iki 2019.09
Company name	Dj Dickinson and associates
You were working at:	Lawyers
Occupation	Legal secretary / assistant
What you did at this job position?	Consultations with clients, draft legal documents, correspondence, admin acumen

Education

Educational period **iki 2017.12**
 Degree Grade 12 / Matric
 Educational institution Drakensburg secondary school
 Educational qualification Bachelor's degree
 I could work Efficiently and proactively

Educational period **nuo 2019.06 iki dabar**
 Degree Degree
 Educational institution UNISA
 Educational qualification Currently studying, - LLB

Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent
isiZulu	basic	basic	basic
Afrikaans	fluent	fluent	fluent

Computer knowledge

I have excellent computer knowledge.

Conferences, seminars

I am currently studying LLB.

Recommendations

Contact person Desigan Pillay
 Occupation Attorney
 Company Desigan Pillay attorneys
 Telephone number 0363523056
 Email address Desigan@lantic.net

Contact person David Jeremy Dickinson
 Occupation Attorney
 Company D J Dickinson & associates
 Telephone number 0313036376/0828914182
 Email address Dickyd@yebo.co.za

Additional information

Your hobbies Socializing, reading, listening to music
 Driver licenses None
 Salary you wish 8000 R per month

How much do you earn now

8000 R per month