



Nkululeko Paska Mthembu

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Administrator

To plan and organize, and administer activities in the department or office efficiently

To keep information of new developments relating to my functions and maintain a creative and experimental attitude towards change in order to improve the operation of area of responsibility

Contacts and general information about me

Day of birth	1994-09-11 (31 years old)
Gender	Female
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	from 2015.01 to 2016.06
Company name	Burger king
You were working at:	Waiters, waitresses
Occupation	Cashier

Education

Educational period	from 2014.01 to 2015.01
Degree	Diploma
Educational institution	Nkangala fet college
Educational qualification	Human resources N4
I could work	Office administrators

Languages

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

Computer knowledge

To plan and organize administrative and office division efficiently

Recommendations

Contact person	Lucky nkosi
Occupation	Manager
Company	Luctech aluminium and glas
Telephone number	0817888152
Email address	Lukienxt@gmail.com

Additional information

Your hobbies	Watching tv reading books
Salary you wish	7500 R per month
How much do you earn now	0000 R per month