



# Nomhlobo Jennifer Ndlela

Curriculum Vitae (CV)

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

Administrative work.

Please accept my enclosed CV as an application for any suitable position available for me. I believe that I would be a best candidate for that position due to my relevant work experience, academic qualifications and also my personal abilities. I believe that I have a lot to offer your organisation. During this learnership I noticed that I enjoy interacting with different people, remain calm under pressure and making superb decisions. I'm looking forward to discuss my application with you at an interview. I can be reached at this email address and be contacted at all the times on the details provided on my CV.

Preferred occupation

Data capturers  
Administrative jobs

Generals  
General jobs

Preferred work location

Port Elizabeth  
Eastern Cape

Umtata / Mthatha  
Eastern Cape

Bhisho  
Eastern Cape

East London  
Eastern Cape

## Contacts and general information about me

Day of birth

1996-08-10 (27 years old)

Gender

Female

Residential location

Port Elizabeth  
Eastern Cape

Telephone number

*Information is available only for registered users.*  
[Sign in](#)

Email address

*Information is available only for registered users.*  
[Sign in](#)

## Work experience

Working period                      **nuo 2018.10 iki 2019.09**

Company name                      KND FINANCE

You were working at:              Learnership

**Education**

Educational period                  **nuo 2016.01 iki 2018.06**

Degree                                  Certificate

Educational institution              Eastcape midlands college

Educational qualification            Business Management N6

Educational period                  **nuo 2018.10 iki 2019.09**

Degree                                  Certificate

Educational institution              Compuscan

Educational qualification            Micro Finance level 3

**Languages**

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

**Additional information**

Driver licenses                      None

Salary you wish                      6000 R per month