

# Vuyolwethu Joy Monakali

## Curriculum Vitae (CV)

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

I am looking a Receptionist job or Administration Job.

I am an ambitious 26 year old female who works with enthusiasm and I adapt very well to new environment and I am a team-worker. Everything I do I do with enthusiasm.

Preferred occupation      Receptionist  
                                    Administrative jobs

## **Contacts and general information about me**

Day of birth 1994-01-23 (32 years old)

Residential location Mdantsane  
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 2018.11 iki 2019.11**

Company name JF Mati S.S.S

You were working at: Filing clerk

Occupation N/A

What you did at this job position? Administrative Clerk

## Education

Educational period **nuo 2018.11 iki 2019.11**

## Degree Certificate

Educational institution Sivaya Skills Institute

Educational qualification: Business Administration

I could work Yes \_\_\_\_\_

## Languages

**Language**      **Speaking level**      **Understanding level**      **Writing level**

English	very good	fluent	fluent
isiXhosa	fluent	fluent	fluent

### Computer knowledge

Computer Literacy

PowePoint

Microsoft Excel

### Recommendations

Contact person	Zimasa Almani
Occupation	Admin Clerk
Company	JF Mati
Telephone number	0785230325
Email address	zalmani@gmail.com

### Additional information

Your hobbies	I love keeping up with news sources. Love jogging and playing rugby Love cooking.
Driver licenses	None
Salary you wish	5500 R per month
How much do you earn now	4000 R per month