



OLEBOGENG SIBANDA

3148 Ext 1 Soshanguve South 0152

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OBJECTIVE

To work in an environment which encourages me to succeed and grow professionally where I can utilize my skills and knowledge appropriately.

EXPERIENCE

SGS MATROLAB

21/06/2021 - 31/05/2022

Office assistant

Data capturer, assistance receptionist and filing clerk.

EDUCATION

Tshwane North College

2018

Diesel Mechanical Engineering

N2

Seageng secondary school

2016

Matric

12

SKILLS

Good interpersonal skills and communication skill

Ability to maintain good client relationship

Team player and good working independently

Computer skill

PERSONAL DETAILS

Date of Birth : 19/03/1997

Marital Status : Single

Nationality : South African

Home language : Setswana

Other languages : English, Sepedi and Iszululu

Health : Good

Criminal Record : None

Gender : Female

REFERENCE

Kobus swart - "SGS MATROLAB"

Technical manager

kobus.swart@sgs.com

0820998333

Aletta Ntlange - "SGS MATROLAB "

Receptionist

aletta.ntlanga@sgs.com

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