

Sohaira Rambrijh
720 Montford Chatsworth , Durban, South Africa
0625689211
sohairarambrijh24@gmail.com

Dear Mr. [Hiring Manager's LastName],

Thank you for taking the time to review my resume. I am interested in the position. My resume is enclosed for your assessment. Given my related experience and excellent capabilities, I would appreciate your consideration for this job opening. My skills are an ideal match for this position.

My Qualifications:

*Excellent interpersonal and communication skills.

I hope you will find that I am qualified for the position you are trying to fill. Please let me know, If I can provide you with any further information on my background and qualifications. I appreciate your taking the time to review my credentials and experience. Again, thank you for your consideration.

Sincerely,






Sohaira Rambrijh



SOHAIRA RAMBRIJH

Teacher

Contact Me

-  0625689211
-  sohairarambrijh24@gmail.com
-  720 Montford
Chatsworth
Durban, South Africa

Other Info

Skills

Advertising
Administration
Time Management
Problem Solving
People Management
Team Building
Communication and interpersonal skills
Adaptability
Initiative
Customer Service

Languages

English



About Me

About Me

I am an independent and hard working individual whom works well under pressure.

I am a peoples person and take pride in the work i do. I am currently unemployed and i believe that if given the opportunity i will be a valuable asset to the company. I can work independently and with a team. I would like to broaden my knowledge and continue to progress in all tasks and duties given to me.

I am computer literate also able to learn and adapt to new task. I would be grateful for the opportunity.



Experience

- 2019

Tyburn Primary School | Teacher Assistant

Assistant Teacher

Assisting in homework/class work

Preparing lessons

2020 - 2022

Montarena Secondary | Educational Assistant

Office Administration

Interest

sports
music
reading/creative activities
Art,Drawing,Designing

Others

License Driver Code 8

Creditor

Creating Academic Certificates

Data Capturing

Assisted in Photo copy machine

Registration of students(grd8-12)

Class assistant

Other office work/class work/Pastel

- 2021

I-Connect Internationally | Receptionist

Admin(excel,PowerPoint,Microsoft,Pastel)

Quality Assurance

Assisting in HR

Dialer

16 March 2022

MPC Connect | OnlineTutor(Language Consultant

Languages Consultant

Topics

*Business

*Culture

*Daily Life

*Entertainment

*Foundation

*News

*Technology

*Travel

*Food / Restaurant

*Health

Analysis reports

Assisting with data capturing



Education

2013 - 2017

Montarena Secondary | Matric

English

Afrikaans

Maths

Life orientation

Life sciences

Information Technology

Business studies

2020 - 2021

Qualifications At New Beginnings | NQF Level 4 In ECD

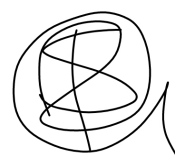


Projects

2012 - 2016

Mobotechnology | Resume Builder App

CV or Resume is the first impression while job hunting. Getting the job you deserve in this economy can be difficult without the right help and training.



Sohaira Rambrih