**Gulfjobseeker.com CV No:** **958230**

**Mobile** +971505905010cvdatabase[@]gulfjobseeker.com

To contact this candidate use this link

<http://www.gulfjobseeker.com/feedback/contactjs.php>

**CURRICULUM VITAE**

Resumé

Personal Details

**Date of Birth:** 22 December 1987

**Age:** 25

**Sex:** Female

**Nationality:** South African

**Race:** Caucasian (White)

**Religion:** Christian

**Languages:** English (Read/Write/Speak)

Afrikaans(Read/Write/Speak)

**Health:** Excellent, non-smoker and no allergies

**Interests:** Kids, Photography

**Marital Status:** Single

**Dependents:** None

**Criminal Record:** None

**Salary Required:** (Negotiable)

#  Skills

|  |  |
| --- | --- |
| **Skill** | **Level** |
| Microsoft Office | Intermediate |
| PhotographyCopy / Fax / Typing / PrintingAdmin / Clerk / ReceptionistAu Pair | IntermediateExcellentGoodGood |

#  Education

## Qualification: Grade 12 Matric Senior Certificate (2006)

**Institute Attended:** Adamantia High School, Kimberley, South Africa

# Employment History

**COMPANY:** JC’s Copy, Fax & Typing

**ROLE:** Copy / Fax / Typing / Printing (Full Time)

**Period:** 2008-2011

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**COMPANY:**

**ROLE:** Admin / Receptionist / Assistant (Part Time)

**Period:** 2008

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**COMPANY:** The Big Hole, Kimberley

**ROLE:** Clerk at info desk (Part Time)

**Period:** 2007

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**COMPANY:** ME Jewelers

**ROLE:** Sales Executive (Part Time)

**Period:** 2006

***PLEASE NOTE: DURING THE TIME THAT I WAS UNEMPLOYED, I USED TO HELP OUT AS A RELIEF OR TEACHER’S ASSISTAN AT DIAMANTVELD PRIMARY SCHOOL ON A TEMP BASIS. (Please see attached Testimonial)***