



Reshmee Govender

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am looking for a Office Administrator/ Office Manager position.

I have 6+ years experience as a Office Manager in the Real Estate industry. I am currently looking for a position that will enable me to progress further in my career. I have a sound administration knowledge and excellent communication skills. I work well under pressure and in a team enviroment. I am goal driven, with excellent time management skills that enables me to meet my required deadlines. I have great attention to detail and possess problem solving skills which aids positive outcomes.I recently delved into Social Media Marketing and Content Design.

Preferred occupation Administrators
 Administrative jobs

Preferred work location West Coast
Western Cape

Contacts and general information about me

Day of birth 1981-12-19 (44 years old)

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

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