



Esther Mekoa

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am looking for any any administartive position. I have been with the current Employer since 2009.I work in the Programmes and the contracts are 2years and what would happen is that everytime my contract was renewed my job decription always changed. From doing general administrative duties to doing bookeepinmg for the bundle structure, inventory, fleet manangemnet, logistics arrangements and being in the lead where Internal Contol is concerned and writing a report about questions raised by auditors.

The 10 years I have been with the German International Cooperation has really helped me grow in leaps and bouce and more so having a boss who forces one to grow and she does not like micro managing,has really forced me to be solution orientated but not forgetting that I am still part of a bigger team. So Team work is very important and so was learning to be depended and reliable .

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|-------------------------|---------------------------------------|
| Preferred occupation | Administrators Administrative jobs |
| Preferred work location | Pretoria / Tshwane Gauteng |

Contacts and general information about me

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|----------------------|---|
| Day of birth | 1976-12-30 (48 years old) |
| Gender | Male |
| Residential location | Pretoria / Tshwane Gauteng |
| Telephone number | <i>Information is available only for registered users.</i> Sign in |
| Email address | <i>Information is available only for registered users.</i> Sign in |

Additional information

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|--------------------------|-------------------|
| Salary you wish | 35000 R per month |
| How much do you earn now | 22189 R per month |