



Working period	nuo 2010.04 iki 2013.04
Company name	University of the Freestate
You were working at:	Data capturers
Occupation	Typist

Education

Educational period	iki 1993.12
Degree	Grade 12 / Matric
Educational institution	Heatherdale Secondary School

Languages

Language	Speaking level	Understanding level	Writing level
English	good	good	good
Afrikaans	good	good	good

Computer knowledge

Introduction to Windows
 Introduction to Computers
 Windows 2010
 Excel 2010
 Telephone Etiquette & Frontline Reception Skills
 Secretarial Course
 Personal Assistant Course

Recommendations

Contact person	Etienne van Dyk
Occupation	Facilities Manager
Company	IQVIA
Telephone number	051-4015326 or 0726102762
Email address	Etienne.vandyk@iqvia.com
Contact person	Claudia Mofolo
Occupation	Typist
Company	Pelonomi Hospital
Telephone number	051-4051913 or 0746619122

Additional information

Your hobbies	Watching movies Cooking Baking Going for a walk
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Driver licenses	B Light Vehicle ≤ 3,500kg
Driver license from	2020-12-00 (5 years)
Salary you wish	R20000 R per month
How much do you earn now	---- R per month