

## **Abigail Eva Loder**

Curriculum Vitae (CV)

## What job i'm looking for? My positive points

I would like an opportunity to expand my skills in the administration field. I am ambitious and driven I am also a peoples person and work well in a team as well as on my own. I have great leadership skills in my last role I was promoted team leader of a placement department as well as the research and development department. I am an excellent communicator, I pride myself on making sure people have the right information because it drives better results. I am committed, disciplined and hard working.

Preferred occupation Administrators

Administrative jobs

Receptionist Administrative jobs

Filing clerk Administrative jobs

Data capturers Administrative jobs

Customer care agent Administrative jobs

Front Desk Agent Administrative jobs

Preferred work location East Rand Gauteng

Pretoria / Tshwane

Gauteng

West Rand Gauteng

Johannesburg Gauteng

## Contacts and general information about me

Day of birth 1999-02-23 (26 years old)

Gender Female

Residential location Johannesburg

Gauteng

Telephone number Information is available only for registered users.

Sign in

<u>Sign in</u>

Work experience

Working period nuo 2019.09 iki 2020.07

Company name Skills Empirre

You were working at: Learnership

Occupation Team leader placement department, Research and

development

What you did at this job position? Basic administration

**Education** 

Educational period **nuo 2012.01 iki 2016.12** 

Degree Grade 12 / Matric

Educational institution Ennerdale Secondary School

Educational period nuo 2018.04 iki 2018.06

Degree Certificate

Educational institution EPT Aviation Training

Educational qualification Cabin Crew License

Languages

Language Speaking level Understanding level Writing level

English fluent fluent fluent Afrikaans fluent fluent fluent

Recommendations

Contact person Francena Mutale

Occupation Manager

Company Skills Empire

Telephone number 011 568 1442

Email address francena@skillempire.co.za

**Additional information** 

Driver licenses None

Salary you wish 8000 R per month