



Muriel Jansen

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Administration, Receptionist or data capturing, I am very organised. Good at multi tasking, a great problem solver, excellent computer skills and I pay attention to detail. I am a good team player, with great communication skills.

Preferred occupation

Administrators

Administrative jobs

Receptionist

Administrative jobs

Personal assistant

Administrative jobs

Secretaries

Administrative jobs

Sales administrator

Sales jobs

Medical receptionist

Medicine, healthcare, nursing jobs

Preferred work location

Bloemfontein

Free State

Contacts and general information about me

Day of birth

1982-02-10 (43 years old)

Gender

Female

Residential location

Bloemfontein

Free State

Telephone number

Information is available only for registered users.

[Sign in](#)

Email address

Information is available only for registered users.

[Sign in](#)

Work experience

Working period

nuo 2018.11 iki 2020.12

Company name

SABC

You were working at:

Fleet Optimisation Consultant

Occupation

Fleet Administrator

Education

Degree	Grade 11
Educational institution	Dr Blok Secondary
Educational qualification	Grade 11
I could work	Immediately

Languages

Language	Speaking level	Understanding level	Writing level
Afrikaans	fluent	fluent	fluent
English	fluent	fluent	fluent

Computer knowledge

MS Word 2000
 MS Excel 2000
 Windows XP
 PowerPoint & Publisher
 Internet & E-mail
 Typing

Recommendations

Contact person	Neels Taute
Occupation	Manager
Company	SABC
Telephone number	082 336 6839
Contact person	Antoinette De Vos
Occupation	Manager
Company	SABC
Telephone number	083 407 1501
Contact person	Yvonne Williams
Occupation	Supervisor
Company	SABC
Telephone number	051 503 3310

Additional information

Your hobbies	Reading Listening to music
Driver licenses	EB Articulated Light Vehicle ≤ 3,500kg
Driver license from	2007-09-00 (18 years)

Salary you wish

15000 R per month

How much do you earn now

0 R per month