



# Bronwyn Kotze

Curriculum Vitae (CV)

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

My experience includes thriving within a busy environment, having the ability to multitask and maintain an organised and well managed store; Answer phones, process payments, stock take and order stock; General Accounts and general office duties; General ledger, trial balance, income statements; creditors, debtors, banking, invoicing, credit notes; Processed time sheets and payroll for staff members; in addition to achieving a certificate in Junior Bookkeeping which I do wish to further into an accounting role.

Preferred occupation                      Administrators  
Administrative jobs

Bookkeeper  
Administrative jobs

Secretaries  
Administrative jobs

Preferred work location                      Johannesburg  
Gauteng

West Rand  
Gauteng

## Contacts and general information about me

Day of birth                                      1981-05-15 (44 years old)

Gender    Female

Residential location                              Johannesburg  
Gauteng

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

Email address                                      *Information is available only for registered users.*  
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## Additional information

Salary you wish                                      15000 R per month

How much do you earn now                              13000 R per month