



Melisa Anne Britz

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am interested in a Admin position I have previously worked at Roosenekal foods as an General Clerk, which includes filling, answering and making calls. Logged calls on SIS aid, this includes contacting store managers and vendors to dispatch vendors to appropriate stores to maintain and upkeep the stores correctly.

I have very good communication skills.

Team player.

Always ready to learn more.

Preferred occupation	General Clerk Administrative jobs
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Preferred work location	Middelburg Mpumalanga
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Contacts and general information about me

Day of birth	1983-08-15 (42 years old)
Gender	Female
Residential location	Middelburg Mpumalanga
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

Work experience

Working period	nuo 2013.01 iki 2014.02
Company name	Roosenekal foods
You were working at:	Other jobs
Occupation	General Clerk
What you did at this job position?	Filling, answering and making calls. Logging calls on Sis Aid

Education

Educational period	nuo 1997.01 iki 2001.11
Degree	Grade 12 / Matric
Educational institution	Barberton High School

Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent

Additional information

Salary you wish	R8000 R per month
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