



Charlene Judith Mostert

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I'm an honest reliable person. I like new challenges and I give 110% in everything I do. I always try to be positive even when things are not working out as planned. I have been an excellent credit controller for 10 years at G4S Cash Solutions and made target every month. I also have excellent customer skills. I am sure that I will make a difference if you would be willing to give me the opportunity to work for your company.

Preferred occupation	Debtors clerk Administrative jobs
Preferred work location	Bethlehem Free State

Contacts and general information about me

Day of birth	1983-06-17 (42 years old)
Gender	Female
Residential location	Bethlehem Free State
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 2003.04 iki 2006.04
Company name	Mr Video Bethlehem
You were working at:	Shop manager
Occupation	Manager
What you did at this job position?	Sales, float balancing, end of day reports

Working period	nuo 2008.04 iki 2018.09
Company name	G4S Cash Solutions
You were working at:	Debtors clerk
Occupation	Admin
What you did at this job position?	General Admin, Stock control, Invoicing, recons, Credit controller, Personal assistant to manager, Point of sale, daily overtime
Working period	nuo 2018.09 iki 2023.12
Company name	EFS Security (Coin Security)
You were working at:	Receptionist
Occupation	General worker
What you did at this job position?	Stock control, General Admin, relief teller in cash centre, change orders, monthly overtime,

Education

Educational period	nuo 1998.01 iki 2002.12
Degree	Grade 12 / Matric
Educational institution	Highschool
Educational qualification	Matric

Languages

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

Computer knowledge

Typing, word, excel

Recommendations

Contact person	Pieter Coetze
Occupation	Manager
Company	EFS Security
Telephone number	071 889 1850
Email address	pieter@pcsefs.co.za
Contact person	Frank Pitout
Occupation	Owner of EFS Security
Company	EFS Security
Telephone number	082 801 6763
Email address	frank@pcsefs.co.za

Contact person	Joan Dennis
Occupation	Financial Manager
Company	G4S Cash Solutions
Telephone number	051 432 7720
Email address	joan.dennis@za.g4s.com

Contact person	Jimmy Bouwer
Occupation	Branch Manager
Company	G4S Cash Solutions
Telephone number	083 734 7564
Email address	jimmy.bouwer@za.g4s.com

Additional information

Your hobbies	Reading Spending time with family and friends
Driver licenses	None
Salary you wish	R15 000 R per month
How much do you earn now	R14 982.14 R per month