



Carla Pelsner

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I don't have a job at this moment and I am looking for work

Can work under pressure.

I am a fast learner.

Good to work with a team.

Did a courses in operation management.

Have computer skills.

Preferred occupation Administrators
Administrative jobs

Preferred work location Secunda
Mpumalanga

Contacts and general information about me

Day of birth 1997-08-07 (28 years old)

Gender Female

Residential location Secunda
Mpumalanga

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

Email address *Information is available only for registered users.*
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Work experience

Working period **nuo 2017.02 iki 2024.04**

Company name Multilink

You were working at: Administrators

Occupation Admin and personality assistant

What you did at this job position? Admin and PA work

Working period **nuo 2020.01 iki 2024.05**
Company name Secunda Eiendome
You were working at: Administrators
Occupation Admin and PA
What you did at this job position? Admin and assistant work

Working period **nuo 2024.06 iki 2024.09**
Company name IPSCO
You were working at: Administrators
Occupation Admin
What you did at this job position? Admin work and training bookings

Education

Educational period **nuo 2011.01 iki 2015.12**
Degree Grade 12 / Matric
Educational institution High school
Educational qualification High school

Educational period **nuo 2024.06 iki 2024.08**
Degree Certificate
Educational institution UCT
Educational qualification Short course
I could work Operation management

Languages

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

Computer knowledge

Google drive
Microsoft word
Microsoft excel

Recommendations

Contact person Annette van Ryneveld
Occupation Retired
Company Multilink
Telephone number 082 461 8761

Contact person	Gerhard Streicher
Occupation	Owner
Company	Secunda Eiendome
Telephone number	082 565 4054

Contact person	Jaco Bekker
Occupation	Operation manager
Company	IPSCO
Telephone number	082 570 3991

Additional information

Driver licenses	EB Articulated Light Vehicle \leq 3,500kg
Driver license from	2015-09-00 (10 years)
Salary you wish	9000 R per month
How much do you earn now	8000 R per month