



Charne Minnie

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Administration, Mine compliance, Safety Administration, personal assistance, self-driven, time management, Asset management

Preferred occupation	Administrators Administrative jobs
	Secretaries Administrative jobs
	Personal assistant Administrative jobs
Preferred work location	Witbank Mpumalanga
	Middelburg Mpumalanga

Contacts and general information about me

Day of birth	1993-09-14 (32 years old)
Gender	Female
Residential location	Witbank 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 2022.03 iki 2025
Company name	HCL TECHNOLOGIES
You were working at:	Administrators
Occupation	Asset Manager
What you did at this job position?	Managed the Mines IT Assets

Working period	nuo 2017 iki 2022
Company name	Stallion Security Technical division
You were working at:	Operations Clerk
Occupation	Safety Administrator
What you did at this job position?	Mine compliance, administrative duties, time keeping, mine safety compliance

Education

Educational period	nuo 2011 iki 2011
Degree	Grade 12 / Matric
Educational institution	HTS Witbank
Educational qualification	Matric

Languages

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

Computer knowledge

Microsoft programs, SAP, HSEC Online, typing, data capturing

Additional information

Driver licenses	B Light Vehicle ≤ 3,500kg
Salary you wish	20300 R per month
How much do you earn now	20300 R per month