



Sonia Krishendut

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am writing to express my keen interest in your vacancy which is advertised.

I have admin experience with computer skills. I am flexible, adaptable and able to manage multiple priorities at the same time, all of this makes me believe that I would be a strong candidate for your vacancy. As a driven individual who wants to progress, I am now looking to work in an energetic and performance-driven environment. One of my strongest points is my self-motivation which allows me to perform well under pressure and against aggressive deadlines in any pressurised environment. I look forward to calling you in a few days time to arrange an interview with you at a mutually convenient time.

In the mean I would like to thank you for considering my application.

Preferred occupation Administrators
Administrative jobs

Preferred work location Durban City
KwaZulu-Natal

Contacts and general information about me

Day of birth 1993-09-29 (32 years old)

Gender Female

Residential location Durban City
KwaZulu-Natal

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 2014.06 iki 2015.01**

Company name Blake

You were working at: Other jobs

Occupation Debt collection

What you did at this job position? Collection

Working period	nuo 2016.05 iki 2016.08
Company name	Sanlam
You were working at:	Administrators
Occupation	PA/Admin
What you did at this job position?	Handling clients quires

Education

Educational period	nuo 2012.01 iki 2012.11
Degree	Grade 12 / Matric
Educational institution	Eshowe High
Educational qualification	Matric
I could work	Computers application technology

Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent

Computer knowledge

Word

Excel

Outlook

Power point

Additional information

Your hobbies	Reading Exercising Outdoor adventures
Driver licenses	B Light Vehicle ≤ 3,500kg
Driver license from	2014-02-00 (11 years)
Salary you wish	6500 R per month
How much do you earn now	5000 R per month