



# Maureen Gerber Mells

Curriculum Vitae (CV)

## What job i'm looking for? My positive points

I have good interpersonal,admin,telephone skills. Did data capturing,maintaining of office equipment. Have diploma in service excellence and also attended a customer service course dealt with clients efficiently and friendly. Good overall office skills

|                         |                     |
|-------------------------|---------------------|
| Preferred occupation    | Secretaries         |
|                         | Administrative jobs |
|                         | Administrators      |
|                         | Administrative jobs |
| Preferred work location | Port Elizabeth      |
|                         | Eastern Cape        |

## Contacts and general information about me

|                      |  |
|----------------------|--|
| Day of birth         | 1967-10-15 (58 years old)  |
| Gender               | Female   |
| Residential location | Port Elizabeth   |
|                      | Eastern Cape   |
| Telephone number     | Information is available only for registered users.<br><a href="#">Sign in</a> |
| Email address        | Information is available only for registered users.<br><a href="#">Sign in</a> |

## Additional information

|                 |                  |
|-----------------|------------------|
| Salary you wish | 8000 R per month |
|-----------------|------------------|