



# Cherilene Solomon

Curriculum Vitae (CV)

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

To whom it may concern

I would like to apply for the position as an Administrator Clerk

I am a dedicated, self-motivated individual who thrives on improving and understanding every aspect of a business

I would like to have an opportunity to broaden my knowledge and make myself more marketable to the company and contribute towards the future success

I am confident that I am the best candidate for the position you are requiring as I have strong office, admin and people skills

I am currently employed on a contract basis at ICOSA Maitland and would like to become permanently part of the family

Thank you for taking my application into consideration

I trust that I will hear from you soonest.

Sincerely

Cherilene Solomon

Preferred occupation                      Administrators  
Administrative jobs

Preferred work location                      Northern Suburbs  
Western Cape

## Contacts and general information about me

Day of birth                                      1993-10-16 (32 years old)

Gender    Female

Residential location                              Northern Suburbs  
Western Cape

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

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

## Work experience

Working period **nuo 2012 iki 2014**  
 Company name markham  
 You were working at: Shop assistants  
 Occupation sales assistant  
 What you did at this job position? clothing and cell phone sales

Working period **nuo 2015.12 iki 2016.03**  
 Company name durbanville library  
 Occupation librarian assistant  
 What you did at this job position? library administrator

Working period **nuo 2016.09 iki 2017.02**  
 Company name ICSA  
 You were working at: Administrators  
 Occupation administration clerk  
 What you did at this job position? administration

#### Education

Degree Grade 12 / Matric

#### Languages

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

#### Computer knowledge

I am computer literate ; being fully literate with most windows

#### Recommendations

Contact person Conette  
 Occupation childrens librarian  
 Company durbanville library  
 Telephone number 0214447070

Contact person Rooysten  
 Occupation store manager  
 Company markham  
 Telephone number 0215969300

Contact person	Verushka
Occupation	manager
Company	ICSA
Telephone number	0610865873

#### **Additional information**

Driver licenses	None
Salary you wish	4500-5000 R per month
How much do you earn now	4000 R per month