



Keagan Blunden

Curriculum Vitae (CV)

What job i'm looking for? My positive points

With nearly a decade of corporate experience, I bring with me an acute understanding of the ins and outs of professional business practice, client satisfaction and operational development. My time at multi-national corporations has given me a keen sense of global market trends and expectations, as well as a skill-set engineered to address a myriad of different situations and challenges. I am currently putting my passion for people, my attention to detail, and my proactive approach to use as a senior member of the Operations team at Rossco. I can be reached via email on keagzblunden@gmail.com

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|-------------------------|---------------------------------------|
| Preferred occupation | Administrators Administrative jobs |
| Preferred work location | Johannesburg Gauteng |

Contacts and general information about me

| | |
|----------------------|--|
| Day of birth | 1990-09-22 (35 years old) |
| Gender | Male |
| Residential location | Johannesburg Gauteng |
| Telephone number | Information is available only for registered users. Sign in |
| Email address | Information is available only for registered users. Sign in |

Work experience

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|------------------------------------|--|
| Working period | nuo 2019.05 iki 2021.02 |
| Company name | RossCo |
| You were working at: | Office manager |
| Occupation | Operations Manager |
| What you did at this job position? | - Enhanced factory workforce organizational processes and improved overall productivity through articulating clear definitions of designated roles and responsibilities. - Triggered reduction in turn-around time by augmenting order processing protocols and controlling database management. - Rehabilitated at-risk client relationships and fostered sustainable business partnerships with key shareholders/stakeholders. |

Education

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|---------------------------|--------------------------------|
| Educational period | nuo 2003.01 iki 2008.12 |
| Degree | Grade 12 / Matric |
| Educational institution | St Barnabas College |
| Educational qualification | Grade 12 |
| Educational period | nuo 2010.01 iki 2010.12 |
| Degree | Certificate |
| Educational institution | MSS |
| Educational qualification | NQF 4 Contact Centre Support |

Languages

| Language | Speaking level | Understanding level | Writing level |
|----------|----------------|---------------------|---------------|
| English | fluent | fluent | fluent |

Computer knowledge

Windows, MacOS, Android, iOS, Microsoft Office 365, Freshdesk, G Suite, Xero, Drupal, eGain, Zoom, Slack, Paradigm, various CRM systems

Additional information

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|--------------------------|--|
| Your hobbies | I am an avid reader who loves self improvement and knowledge sharing. I meditate often and my favourite teachers include Abraham Hicks, Joe Dispenza and Mooji |
| Driver licenses | EB Articulated Light Vehicle \leq 3,500kg |
| Driver license from | 2013-08-00 (12 years) |
| Salary you wish | 27000 R per month |
| How much do you earn now | 23040 R per month |