



# Delcine Acar

Curriculum Vitae (CV)

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

I am looking for a assistant, receptionist, secretary or admin vacancy. I believe that I am well suited for employment as I have a bubbly personality and a "go getter" attitude. Through my previous work experience I have dealt with people within the sales/retail, office, hospitality and customer service industries.

I can manage tough customers and defuse tense situations with ease. I am able to work unsupervised and excel under pressure and make it my mission to make customers happy.

I am a creative individual, my skills and hobbies include photography, art and graphics design.

I consider myself a friendly, peoples person with both customers and colleagues alike. I enjoy creating new relationships, which creates a friendly and healthy working environment. I believe that I am good at everything that I do and enjoy learning new skills.

I have extensive knowledge in all aspects of Microsoft Office as well as Adobe Photoshop. I have experience working with a variety of point of sales systems, including the office and management aspects such as cash up, petty cash, stock take, GRV's etc.

I regard myself as an honest and reliable individual and I believe I would be an asset to any company who takes me on as part of their team. Kindly take my CV into consideration

Preferred occupation

Secretaries  
Administrative jobs

Receptionist  
Administrative jobs

Receptionists  
Hotel jobs

Marketing assistant  
Ads, marketing jobs

Preferred work location

Port Elizabeth  
Eastern Cape

## Contacts and general information about me

Day of birth 1992-07-16 (33 years old)

Gender Female

Residential location Port Elizabeth  
Eastern Cape

Telephone number

*Information is available only for registered users.*

[Sign in](#)

Email address

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#### **Additional information**

Salary you wish

8500 R per month

How much do you earn now

4000 R per month