

Beverley Linden

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Am a strong, self-motivated person who is loyal to my employer and I also believe in setting goals for myself to improve on daily basis so that I can be an asset to any company I work for. I believe in strong working ethics regarding trustworthiness and confidentiality.

I work well under pressure and know how to reach targets and deadlines; for the past eight years I have worked as an office Admin, Data Capturer and Office Manager/PA I have gained a lot of management experience. I am fluent in English, Afrikaans and Xhosa speak, read and write. I look forward to a job that will keep me busy throughout the day.

Please go through my Curriculum Vitae and let me know if you may have any queries regarding the content thereof. I am looking forward to meet you and hopefully being qualified for one of your vacancies.

Preferred occupation Receptionist
 Administrative jobs

Personal assistant

Data capturers

Administrative jobs

Data capturers

Administrative jobs

Data capturers

Administrative jobs

Preferred work location Eastern Cape

Contacts and general information about me

Day of birth 1982-01-03 (44 years old)

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

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

Additional information

Salary you wish 8500 R per month

How much do you earn now

8000 R per month