



Diane Kraukamp

Curriculum Vitae (CV)

What job i'm looking for? My positive points

A post with lots of variety making for a busy day which has proved to be challenging and fulfilling.

Preferred occupation	Personal assistant Administrative jobs
	Administrators Administrative jobs
	Secretaries Administrative jobs
	Debtors clerk Administrative jobs
	Operations Clerk Administrative jobs

Contacts and general information about me

Day of birth	1969-12-23 (56 years old)
Gender	Female
Residential location	Johannesburg Gauteng
Telephone number	<i>Information is available only for registered users.</i> Sign in
Email address	<i>Information is available only for registered users.</i> Sign in

Work experience

Working period	nuo 2015.05 iki 2018.08
Company name	UBet
You were working at:	Administrators
Occupation	Personal Assistant/Manager
What you did at this job position?	All HR related, admin, secretarial, recons, cash up and banking

Languages

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

Computer knowledge

MS Office full package, Pastel

Recommendations

Contact person	Mr Patrick Law
Occupation	MD/Owner
Company	UBet Sport
Telephone number	0113331998
Email address	law@icon.co.za

Additional information

Driver licenses	B Light Vehicle \leq 3,500kg
Salary you wish	15000 R per month