



Beverley Dippenaar

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I would like to do any Email marketing (Non telephonic);Data entry; Excel work sheets; copy /paste.

Preferred occupation	Part time jobs Part time, weekend jobs
Preferred work location	KwaZulu-Natal

Contacts and general information about me

Day of birth	1953-05-18 (70 years old)
Gender	Male
Residential location	Newcastle KwaZulu-Natal
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 1988.07 iki 2006.11
Company name	Newcastle Municipality
You were working at:	Administrators
Occupation	Salaries.
What you did at this job position?	Insurance, Medical,Pensions,U I F payments and the balancing thereof.
Working period	nuo 2009.06 iki 2009.12
Company name	Uthekela Water Affairs.
You were working at:	Data capturers
Occupation	Entering data from accounts which had not been done for 4 years and balancing via Excel spreadsheets
What you did at this job position?	Data Entering

Working period	nuo 2013.08 iki 2017.06
Company name	Northern Natal Pest Control Specialists
You were working at:	Marketing agent
Occupation	Telemarketing.
What you did at this job position?	Compiled email and fax lists and compiled interesting emails and faxes to send out thus promoting the company.

Education

Educational period	nuo 1966.01 iki 1970.12
Degree	Grade 12 / Matric
Educational institution	High School for Girls Potchefstroom
Educational qualification	Matric

Languages

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

Computer knowledge

I am self taught.

Recommendations

Contact person	Mrs Siska Janse Van Vuuren
Occupation	Administration Clerk
Company	Northern Natal Pest Control Services
Email address	siska@xis.co.za

Additional information

Your hobbies	I like to knit,crochet,read and walk.
Driver licenses	None
Salary you wish	R1000 R per month
How much do you earn now	1750 R per month