

Corma Marissa Nel

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am currently looking for an Administrative job. I was in IT for 18 years and have strong administrative skills. I am a people person, and love the outdoors, dancing, and I am a lover of all sport. I am extremely hard, honest and reliable worker who always gives more than my share. I have proven myself as possessing the skills necessary to be successful and the ability to build excellent relationships with customers. I am very mature to adapt and cope successfully in my working environment and have the confidence to do so. I am a very neat and honest person with a very strong personality with innovation as key ingredient to my own success. I therefore see any position as a challenge and an opportunity to grow and develop to my full potential. I've grown a lot and see any opportunity as a challenge. I am a very fast learner with a vast amount of personal drive and responsibility . I've build excellent customer relations during the course of my career, this experience enabled me to list this as a top skill within my versatile skill base. I am very proud of what I am capable of and what I've achieved in my career. I will always represent the company that I am working for with a professional and positive attitude. My experience and skills will contribute to productivity, growth and wellness reaching the company's goals in the short and long term.

I am also computer literate in Word Processing and various software packages. I am able to operate general office equipment: Photo Copy machines, Fax machines etc.

Preferred occupation **Personal assistant**
Administrative jobs

Preferred work location Pretoria / Tshwane
Gauteng

Contacts and general information about me

Day of birth 1977-06-04 (48 years old)

Residential location Pretoria / Tshwane
Gauteng

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

Email address *Information is available only for registered users.*
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Additional information

Salary you wish 15000 R per month

How much do you earn now Unemployed R per month