



# Charlene Forbes

Curriculum Vitae (CV)

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

I am looking for part time work from home as a second income. I am currently a senior clerk in the government sector. I have been at my current employer since 2005. I am extremely hard working and very particular when it comes to my work. I do not like to leave anything incomplete and always make sure that I leave my office with nothing outstanding. I am a quick learner and a hard worker. I take pride in all I do and hope that I am afforded the opportunity to join your team.

I currently work with email, excel, word and various government applications as well as administrator duties such as filing coping data capturing

Preferred occupation                      Data capturers  
Administrative jobs

Preferred work location                      Port Elizabeth  
Eastern Cape

## Contacts and general information about me

Day of birth	1979-05-28 (46 years old)
Gender	Female
Residential location	Port Elizabeth Eastern Cape
Telephone number	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>
Email address	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>

## Additional information

Salary you wish	5000-6000 R per month
How much do you earn now	13000 R per month