



Zaaida Hendricks

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Administration duties:

Filing

Reconciling

Invoicing

Operate a switchboard

Resolving issues

Liaising verbally and telephonically with clients/suppliers

Communication skills

Computer Literary

Honest

Reliable and self disciplined

Work well on own and in a team

Analytical

Use own initiative

Preferred occupation

Receptionist
Administrative jobs

Contacts and general information about me

Day of birth	1971-03-24 (53 years old)
Gender	Female
Residential location	Cape Town Western Cape
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

Additional information

Salary you wish	R13500 R per month
How much do you earn now	R12000 R per month