Reshmee Govender

Curriculum Vitae (CV)

Jobin.co.za

What job i'm looking for? My positive points

I am looking for a Office Administrator/ Office Manager position.

I have 6+ years experience as a Office Manager in the Real Estate industry. I am currenly looking for a position that will enable me to progress further in my career. I have a sound administration knowledge and excellent communication skills. I work well under pressure and in a team enviroment. I am goal driven, with excellent time management skills that enables me to meet my required deadlines. I have great attention to detail and possess problem solving skills which aids postive outcomes.I recently delved into Social Media Marketing and Content Design.

Preferred occupation	Administrators Administrative jobs
Preferred work location	West Coast Western Cape

Contacts and general information about me

Day of birth	1981-12-19 (42 years old)
Gender	Female
Residential location	West Coast Western Cape
Telephone number	*Information is available only for registered users.* Sign in
Email address	*Information is available only for registered users.* Sign in