



# Virginia Welekazi Ngxesha

Curriculum Vitae (CV)

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

Administrative Assistant I have fifteen years working experience in the retail industry my last position was New Business Champion and I have the knowledge and skills to professionally fulfill your requirements

I am an enthusiastic and self-motivated fast learner who enjoys working people. I have the willingness to exert high level of effort towards organisational goal provided that I know precisely what the goals are. through the experience and training I acquired while working as New Business Champion, credit controller, at Edcon together with my assertive personality, I have enabled myself to understand people and have gained practical experience on how to handle difficult situations as well as communicate with strangers in an acceptable manner.

|                         |                         |
|-------------------------|-------------------------|
| Preferred occupation    | Administrative jobs     |
| Preferred work location | Johannesburg<br>Gauteng |

## Contacts and general information about me

|                  |   |
|------------------|---|
| Day of birth     | 1973-03-26 (51 years old)   |
| Gender           | Female  |
| Telephone number | <i>Information is available only for registered users.</i><br><a href="#">Sign in</a> |
| Email address    | <i>Information is available only for registered users.</i><br><a href="#">Sign in</a> |

## Additional information

|                          |                    |
|--------------------------|--------------------|
| Salary you wish          | R 7000 R per month |
| How much do you earn now | N/A R per month    |