



Antoinette Serfontein

Curriculum Vitae (CV)

What job i'm looking for? My positive points

PA/Admin/Management/Reception/Customer Face job.

My mission is to achieve consistently good results and deliver above expectation. To ensure accuracy and detail in my work.

I am a dependable, reliable, honest, courteous and conscientious individual. I have excellent communication skills and can organise and schedule efficiently. I operate from a set of values and norms and do not deviate from them.

I trust you will find my knowledge and experience to be a strong indicator of what I can provide to a company.

I believe that my professional experience highlighted in the enclosed CV prove that I have the track record and background that can contribute to any company/organisation.

I am trained to be a personal assistant. I know with my management experience I would be successful in any position.

Thank you for your time and consideration.

Best Regards

Antoinette Serfontein

Preferred occupation

Personal assistant
Administrative jobs

Team leader
Management, human resources jobs

Preferred work location

Klerksdorp
North West

Johannesburg
Gauteng

Contacts and general information about me

Day of birth 1972-02-26 (52 years old)

Gender Female

Residential location Stilfontein
North West

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

Email address

Information is available only for registered users.

[Sign in](#)

Additional information

Salary you wish 50000 R per month

How much do you earn now 40000 R per month