



# Joyceline Bonita Jantjies

Curriculum Vitae (CV)

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

I am looking for a administrative or managerial job that can show my for potential. I have great leadership skills, am innovative, I have good problem solving skills. I do love to learn and explore my abilities. I have a degree in Psychology and am busy obtaining my honours degree at Unisa.

Preferred occupation	Filing clerk Administrative jobs
	Claims manager Administrative jobs
Preferred work location	Kimberley Northern Cape

## Contacts and general information about me

Day of birth	1972-12-31 (51 years old)
Gender	Female
Residential location	Kimberley Northern 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>

## Work experience

Working period	<b>nuo 2018.06 iki 2022</b>
Company name	PricewaterhouseCoopers
You were working at:	Administrators
Occupation	Filing Clerk
What you did at this job position?	Record Management, relief receptioning and administration

## Education

Educational period **nuo 1991.01 iki 1991.10**  
 Degree Grade 12 / Matric  
 Educational institution Pescodia High  
 Educational qualification Matric  
 I could work no

Educational period **nuo 2017.06 iki 2018.06**  
 Degree Certificate  
 Educational institution University of South Africa  
 Educational qualification Higher Certificate in Records and Archives  
 I could work PwC

Educational period **nuo 2018.07 iki 2021.10**  
 Degree Degree  
 Educational institution University of South Africa  
 Educational qualification BA (Health and Social Science) Psychological Counseling  
 I could work PwC

**Languages**

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent

**Computer knowledge**

Can work on excel, word, powerpoint, windows office and Adobe.

**Conferences, seminars**

N/A

**Recommendations**

Contact person Kevan Moodley  
 Occupation Partner at Pwc  
 Company PricewaterhouseCoopers  
 Telephone number (053)8079202  
 Email address kevan.moodley@pwc.com

**Additional information**

Your hobbies Swimming, walking and sewing  
 Driver licenses None  
 Salary you wish R20 000 R per month  
 How much do you earn now R8 500 R per month

