



Raeesa Ramjan

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am an extremely hard working individual with 6 years of experience in the legal sector. I handle a high volume of Civil matters on my own which is inclusive of private, panel and collection matters. I have gained a broad knowledge of the legal process and collections. I have the ability to draft Pleadings, Notices and correspondences and attend to legal billing (High Court & Magistrate's Court Tariff mostly). I am able to multi task and work under pressure. I have good relationships with my colleagues, employer, clients, Attorney's, Advocate's etc. I am capable of working in a team or as an individual. I will prove to be a valuable asset to your firm.

Preferred occupation	Legal Secretary Law, legal jobs
	Receptionist Administrative jobs
	Data capturers Administrative jobs
Preferred work location	Durban City KwaZulu-Natal

Contacts and general information about me

Day of birth	1989-07-07 (35 years old)
Gender	Female
Residential location	North Coast KwaZulu-Natal
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	15000 R per month
How much do you earn now	8000 R per month