



Tersia Jansen Van Vuuren

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am a hardworking, loyal employee who would be an asset in any administrative or logistics environment. I have good people skills and years of experience in the client service environment. I am organized, punctual and love to be challenged.

I have worked in the Mining industry for over 20 years, and have experience in helpdesk assistance, personal assistant as well as office management. I also have experience in event co-ordination and management. I also worked in the IT department where I was responsible for all end user equipment procurement for the entire company.

In my attached CV everything is set out more comprehensively and I do believe that I would be of great value to any organization I would have the privilege to be part of.

Preferred occupation	Administrators Administrative jobs
Preferred work location	Pretoria / Tshwane Gauteng

Contacts and general information about me

Day of birth	1971-08-05 (53 years old)
Gender	Male
Residential location	Pretoria / Tshwane Gauteng
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	28000 R per month
How much do you earn now	26000 R per month