



# Bronwyn Kotze

Curriculum Vitae (CV)

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

My experience includes thriving within a busy environment, having the ability to multitask and maintain an organised and well managed store; Answer phones, process payments, stock take and order stock; General Accounts and general office duties; General ledger, trial balance, income statements; creditors, debtors, banking, invoicing, credit notes; Processed time sheets and payroll for staff members; in addition to achieving a certificate in Junior Bookkeeping which I do wish to further into an accounting role.

Preferred occupation	<b>Administrators</b> Administrative jobs
	<b>Bookkeeper</b> Administrative jobs
	<b>Secretaries</b> Administrative jobs
Preferred work location	<b>Johannesburg</b> Gauteng
	<b>West Rand</b> Gauteng

## Contacts and general information about me

Day of birth	1981-05-15 (43 years old)
Gender	Female
Residential location	<b>Johannesburg</b> Gauteng
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>

## Additional information

Salary you wish	15000 R per month
How much do you earn now	13000 R per month