



Amanda Rheeder

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I have a passion for working with people, for the past 25 years, I have focused mostly on positions/opportunities that allowed me to either be in client services, call center/marketing, and or administration. My core values are being professional, friendly, honest, and reliable. It has set me aside from the rest. Being an extrovert has given me the ability to motivate myself and reach for the top.

I have never been afraid of a challenge, so even being in a position where I had to reach a target, my mindset is always to be number one. Be motivated, organized, and driven, work with a plan that would result in being sales orientated, and exceed daily targets to ensure month-end targets.

Preferred occupation	Other jobs
Preferred work location	Western Cape

Contacts and general information about me

Day of birth	1975-05-17 (49 years old)
Gender	Female
Residential location	Cape Town Western Cape
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

Work experience

Working period	nuo 2022.03 iki 2023.07
Company name	AR Extreme Marketing
You were working at:	Telemarketers
Occupation	Owner and telemarketer
What you did at this job position?	Telephone Marketing for different companies (Remax, Chas Everet, Alexander Swart Properties, Vision Insure, Netco Risk) Created Databasis for each of the clients.

Working period **nuo 2020.02 iki 2022.02**
 Company name Mariposa Call Centre Pty Ltd
 You were working at: Supervisor
 Occupation Call Centre Supervisor and Call Centre Agent
 What you did at this job position? Managing 26 Call centre Agents (Philippines and South African agents) Call Centre Agent (Outbound calls between 400 – 600 per day & Inbound calls approximately 20 - 50), Managing my day was very important as I was not only a supervisor but also an Agent with a target to reach, CRM System, Writing and enforcing training manuals, Listening to call recordings / Quality checks, Call Centre training – Multi-tasking – Problem-solving, Managing shifts / leave / sick leave, Client base USA (P4P, Budget Van Lines, 2 Movers)

Working period **nuo 2016.05 iki 2020.01**
 Company name SafeTech
 You were working at: Agents
 Occupation Cold Calling/Call centre agent
 What you did at this job position? Advice on training, Marketing, Bookings Management, Database Management, Client Services

Working period **nuo 2012.02 iki 2016.04**
 Company name SJC Security
 You were working at: Team leader
 Occupation Technical Manager
 What you did at this job position? Oversee 4 teams of technicians (installations), Order stock, Client Services, Book new installations, Schedule upgrades

Working period **nuo 2005.01 iki 2011.09**
 Company name Compass (Community Provision and Social Services)
 You were working at: Marketing consultant
 Occupation Marketing
 What you did at this job position? Compass is a home for abused and abandoned babies and children. My main function was to raise funds from the corporate industry to ensure the well-being of these children. At that stage, we had 185 children in the 2 homes.

Education

Educational period **iki 1993.12**
 Degree Grade 12 / Matric
 Educational institution Eben Donges High School

Languages

Language	Speaking level	Understanding level	Writing level
Afrikaans	fluent	fluent	fluent

English

very good

fluent

fluent

Computer knowledge

Microsoft Office

Microsoft Outlook

Excel

Word

PowerPoint

Adobe Acrobat

Communicational setup: Microsoft Teams, Zoom, Skype, Team Viewer, and AnyDesk setup

Recommendations

Contact person	Elizma Goldts
Occupation	CEO
Company	SafeTech
Telephone number	0832996462
Email address	info@safetechtraining.co.za

Contact person	Joy Sarkis
Occupation	CEO
Company	The Evelyn Foundation
Telephone number	0637069859
Email address	joy@evelynfoundation.org

Contact person	Charl Du Toit
Occupation	CEO
Company	SJC Security
Telephone number	0829595142

Contact person	Marisa Ritter
Occupation	CEO
Company	Mariposa Call Centre (Pty) Ltd
Telephone number	0615068541
Email address	marisa@mariposacc.co.za

Contact person	Johan Maree
Occupation	Independant Broker
Company	Vision Insure
Telephone number	0726585949
Email address	johan@visionric.co.za

Additional information

Your hobbies	Painting DIY projects Crafts Reading
Driver licenses	None
Salary you wish	15000 + R per month
How much do you earn now	20000 + R per month