



# Antionette Van Der Merwe

Curriculum Vitae (CV)

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

Order Stock and  
 Typing of Contract. &  
 Appointment for Peraonell on site.  
 And much more.  
 Payroll  
 Time keeping  
 Graphics of site machinery on Down Time.  
 Msds Knowledge

Preferred work location : Brits  
 Good Day I'm excellent in the following  
 North West

Site Safety Files

**Contacts and general information about me**

Day of birth 1986-09-10 (38 years old)  
 Gender Female  
 Residential location Brits  
 North West  
 Tool box Talks  
 Email address *Information is available only for registered users.*  
 Letter of Goodstanding knowledge [Sign in](#)

Ect and making sure all of the above and more is in Safety Files for site.

**Work experience**

Shed Policy In Safet and Engagement files  
 Working period **nuo 2023.03 iki 2023.09**  
 Medical Bookibgs.  
 Company name Jdc Marketing and Engineering  
 Screening  
 You were working at: Administrators  
 Drilling opencast  
 Occupation Site Administrative  
 Timekeeping  
 What you did at this job position? All site and office administration  
 Tracing and plan reading.

**Scheduling of Meeting**

**Education**

Taking Minutes on site safety meetings.  
 Educational period **nuo 1994.01 iki 2005.12**  
 Making sure of Site PEE ECT  
 Degree Grade 12 / Matric  
 EXCELL  
 Educational institution Voortrekker High  
 MS WORD  
 Educational qualification Metric Grade 12  
 ENTERNET

**Languages**

| Language  | Speaking level | Understanding level | Writing level |
|-----------|----------------|---------------------|---------------|
| English   | fluent         | fluent              | very good     |
| Afrikaans | good           | good                | very good     |

Receptionist qualiteia. Good And Punctual Beahaioura.

**Computer knowledge**

Can work under sever pressure.

Fully Bilingual and 10 + Mining and Engineering Knowledge.

Stock take

Ms word  
Onkey  
Coupa  
Samancor Portal  
Omni Invoicing  
Google Gmail

Excell  
**Recommendations**

|                  |                             |
|------------------|-----------------------------|
| Contact person   | John-Paul Van Der Merwe     |
| Occupation       | SiteManager                 |
| Company          | Blue Chip Mining            |
| Telephone number | 0796452851                  |
| Email address    | johnpaul.vdmerwe1@gmail.com |

**Additional information**

|                          |                                     |
|--------------------------|-------------------------------------|
| Driver licenses          | C1 Heavy Vehicle 3,500kg - 16,000kg |
| Driver license from      | 2022-08-00 (2 years)                |
| Salary you wish          | 18000 R per month                   |
| How much do you earn now | 9000 R per month                    |