



Daphne Moodley

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Admin clerk work from home.

I worked at the South African Police Service from 2000/8/1 until 2021/1/30 and had to resign due to my late husband being diagnosed with brain cancer. sadly he passed away in 2022. Since then i have had NO luck in finding work that i could do from home.

Work that has been done at previous work:

Typing reports, Enquirers feedback, updating systems.

I have had nearly 20 years working with the South African Police Service as an admin clerk

love to type and work online

| | |
|-------------------------|-------------------------------|
| Preferred occupation | IT, computing jobs |
| Preferred work location | Pretoria / Tshwane Gauteng |

Contacts and general information about me

| | |
|----------------------|---|
| Day of birth | 1972-05-14 (52 years old) |
| Gender | Female |
| 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 |

Work experience

| | |
|------------------------------------|--------------------------------|
| Working period | nuo 2000.08 iki 2021.01 |
| Company name | South African Police Service |
| You were working at: | Data capturers |
| Occupation | data capturer |
| What you did at this job position? | data entry/admin clerk |

Education

| | |
|---------------------------|--------------------------------|
| Educational period | nuo 1991.01 iki 1991.11 |
| Degree | Grade 12 / Matric |
| Educational institution | Goerge Hoffmeyer High |
| Educational qualification | matric |
| I could work | admin , data typist |

Languages

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

Computer knowledge

Basic Computer Studies
 Windows 95 to Windows11
 Microsoft Office, Excel, Word Perfect, Power point

Recommendations

| | |
|------------------|------------------------------|
| Contact person | Capt Karina Brand |
| Occupation | HRM Commander |
| Company | South African Police Service |
| Telephone number | 012 3749853/0798914276 |

Additional information

| | |
|-----------------|---|
| Your hobbies | Searching the internet, reading,Listening to music, arts and crafts |
| Driver licenses | None |
| Salary you wish | 10000 R per month |