



# Lisa Killian

Curriculum Vitae (CV)

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

I have extensive remote working experience, having worked for international companies for over 8 years.

I excel at organization and communication and pick up on new skills very quickly. I love to work with remarkable distributed teams, getting things done. I love to see a business grow and to see the impact I make. I have experience in managing digital marketing teams, customer service, onboarding, recruitment, and social media community management.

Preferred occupation                      Personal assistant  
Administrative jobs

Preferred work location                      Port Elizabeth  
Eastern Cape

## Contacts and general information about me

Day of birth                                      1974-02-15 (50 years old)

Gender    Female

Residential location                              Port Elizabeth  
Eastern Cape

Telephone number                              *Information is available only for registered users.*  
[Sign in](#)

Email address                                      *Information is available only for registered users.*  
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## Work experience

Working period                                      **nuo 2022.02 iki 2024.02**

Company name                                      Agency (remote contract)

Occupation    Head of Client Relations

What you did at this job position?      Lead a team of over 30 community managers and lead the relationship with the client (a Fortune 100 tech company).

## Education

Educational period                                      **nuo 1987.09 iki 1992.08**

Degree    Grade 12 / Matric

Educational institution                              The Leys High School (UK)

Educational qualification                              A Levels and GCSE's

**Languages**

<b>Language</b>	<b>Speaking level</b>	<b>Understanding level</b>	<b>Writing level</b>
English	fluent	fluent	fluent

**Computer knowledge**

I have experience with Google Workspace, CRM's, Loom, Slack, Asana, Monday, Khoros, Meta Business Suite, Canva, Calendly, Gmail, Front App, Ticketspice, sheets and docs.

**Additional information**

Your hobbies	Yoga, kickboxing, Zumba, spinning, cooking and baking.
Driver licenses	B Light Vehicle ≤ 3,500kg
Driver license from	2023-07-00 (1 years)
Salary you wish	25,000 R per month
How much do you earn now	25,000 R per month