



# Eugene Rheeder

Curriculum Vitae (CV)

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

Dynamic personality to adjust towards my environment and co-workers with strong leadership properties and excellent communication skills. Computer \ technological littered assist me with problem solving as well being able to identify potential threats.

Being self driven and deadline oriented ensures that matters are being attended accordingly. With hospitality and dispatch experience.

|                         |   |
|-------------------------|---|
| Preferred occupation    | <b>Dispatchers</b><br>Administrative jobs           |
|                         | <b>Hotel managers</b><br>Hotel jobs                 |
|                         | <b>Network administrators</b><br>IT, computing jobs |
|                         | <b>Car drivers</b><br>Driver jobs                   |
|                         | <b>Shop assistants</b><br>Retail, store jobs        |
| Preferred work location | <b>Johannesburg</b><br>Gauteng                      |
|                         | <b>Durban City</b><br>KwaZulu-Natal                 |
|                         | <b>Witbank</b><br>Mpumalanga                        |
|                         | <b>Cape Town</b><br>Western Cape                    |

## Contacts and general information about me

|                      |   |
|----------------------|---|
| Day of birth         | 1982-04-04 (42 years old)   |
| Gender               | Male  |
| Residential location | Sedibeng<br>Gauteng   |
| Telephone number     | <i>Information is available only for registered users.</i><br><a href="#">Sign in</a> |
| Email address        | <i>Information is available only for registered users.</i><br><a href="#">Sign in</a> |

**Work experience**

|                                    |  |
|------------------------------------|--|
| Working period                     | <b>nuo 2004.04 iki 2013.05</b>                                     |
| Company name                       | Villa Roma Boutique Hotel  |
| You were working at:               | Hotel managers   |
| Occupation                         | General Managerstom  |
| What you did at this job position? | Front and Back Office, Reservations, Payroll, Conference, Bookings |

**Education**

|                           |                                |
|---------------------------|--------------------------------|
| Educational period        | <b>nuo 1996.01 iki 2000.12</b> |
| Degree                    | Grade 12 / Matric              |
| Educational institution   | Transvalia                     |
| Educational qualification | Matric                         |

**Languages**

| <b>Language</b> | <b>Speaking level</b> | <b>Understanding level</b> | <b>Writing level</b> |
|-----------------|-----------------------|----------------------------|----------------------|
| Afrikaans       | fluent                | fluent                     | fluent               |
| English         | fluent                | fluent                     | fluent               |

**Computer knowledge**

Microsoft Windows 3.11 - Windows 10  
 Microsoft Server 2003  
 Microsoft Office  
 Hansa World  
 MS-Dos  
 Network layout - installations

**Conferences, seminars**

- Cost calculation
  - Conference planning
  - Invoicing
- Other In-House training
- Dispatching
  - Route planning
  - Stock taking
  - Following up on outstanding enquiries
  - Filling

**In-House training at Villa Roma**

**Recommendations**

- Customer services  
Contact person Wilma Roberts
- House Keeping  
Occupation Owner
- Dinning Room Layout  
Company Villa Roma Boutique Hotel
- Front and Back Office Management  
Telephone number 0824545884
- Creditors  
Email address wilma@villaomawitbank.co.za
- Time Management

**Additional information**

- Proprietary Risk assessment Reading, surfing internet, arts and crafts
- Driver licenses B Light Vehicle ≤ 3,500kg, EC1 Articulated Heavy Vehicle 3,500kg - 16,000kg
- Stock ordering \ Control  
Driver license from 2004-04-00 (20 years)
- Salary you wish 15000 R per month
- How much do you earn now 12900 R per month