



Caroline Francis Muller

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Im honest, hardworking, dedicated, liable and punctual. Im a good team player. Im also a peoples person. I currently do reception, filing clerk, audit legal work, and im also an all rounder, helps where help is needed. I can be an asset to your company. Im still very fit and active. I also love to do events and organise staff functions. I thank you for taking time to read my CV. Stay Blessed.

Preferred occupation	Administrators Administrative jobs
Preferred work location	Cape Town Western Cape

Contacts and general information about me

Day of birth	1967-04-27 (57 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 2009.06 iki 2016.08
Company name	Rainbow Finance
You were working at:	Administrators
Occupation	Reception and Filing Clerk
What you did at this job position?	Control the contracts of all OK Furniture and House and Home stores as well as Receptionist

Education

Educational period	nuo 1986.01 iki 1990.11
Degree	Diploma
Educational institution	Proteaville Tech
Educational qualification	N4

Languages

Language	Speaking level	Understanding level	Writing level
English	very good	very good	very good

Computer knowledge

Windows. / microsoft office.

Recommendations

Contact person	Hendrieka Gertse
Occupation	Payroll Master
Company	Shoprite headoffice
Telephone number	021-9805402
Email address	Hendriekagertse@shoprite.co.za

Contact person	Candice Lakey
Occupation	Stats Clerk
Company	Rainbow Finance
Telephone number	021-9295408
Email address	Clakey@shoprite.co.za

Additional information

Your hobbies	I love outdoor life... Nature... I love good music and a good movie. Love the beach... And i love my church. Most of all, im a single mom, and work and live just for my kids.
Salary you wish	R7000+ R per month
How much do you earn now	R6680 R per month