



# Alta Swanepoel

Curriculum Vitae (CV)

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

Good Day

I would like to apply for this job I have experience in PA, Reception, Switchboard and Admin Assistance jobs,

- I can work well alone as well as in a team
- Can function under Stress
- I got great organizational Skills and Planning Ability
- A very hard worker
- Willing to go the extra mile
- Very Reliable
- I can work well without supervision

Trust Worthy

please email me for my CV on 3081swanepoel@gmail.com

Preferred occupation	Administrators Administrative jobs
Preferred work location	Pretoria / Tshwane Gauteng

## Contacts and general information about me

Day of birth	1977-12-07 (46 years old)
Gender	Female
Residential location	Pretoria / Tshwane Gauteng
Telephone number	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>
Email address	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>

## Additional information

Salary you wish	8000 R per month
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