



Raquel Oakes

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am looking for an office Admin job. I am a hard worker who is willing to grow and broaden my skill base. I have experience in Microsoft office, pastel and Google docs. I have managed to complete a NQF level 2 business administration course.

Preferred occupation	Administrators Administrative jobs
Preferred work location	Durban City KwaZulu-Natal

Contacts and general information about me

Day of birth	1986-07-21 (38 years old)
Gender	Female
Residential location	Durban City KwaZulu-Natal
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 2015.01 iki 2017.01
Company name	Amisec t/a Artsolar
You were working at:	Administrators
Occupation	Office Admin / Accounts clerk
What you did at this job position?	Office admin, accounts and hr admin

Education

Degree	Grade 12 / Matric
Educational institution	SAQA Service Seta
Educational qualification	NQF level 2 business Administration

Languages

Language	Speaking level	Understanding level	Writing level
English	good	good	good

Computer knowledge

Yes

Recommendations

Contact person	Viren Gosai
Occupation	Financial Manager
Company	Amisec t/a Artsolar
Telephone number	0824237966
Email address	Viren@artsolar.net

Additional information

Driver licenses	B Light Vehicle ≤ 3,500kg
Salary you wish	10000 R per month