



# Joanne Richards

Curriculum Vitae (CV)

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

Admintration,hospitality,secretary,health and Safety

My Positive Points:

I can work under pressure, great listener, have a great work ethic, very punctual and communicative.

Preferred occupation	Secretaries Administrative jobs
Preferred work location	Eden Western Cape

## Contacts and general information about me

Day of birth	1995-01-21 (29 years old)
Gender	Female
Residential location	Eden Western Cape
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>

## Education

Educational period	<b>nuo 2013.01 iki 2013.12</b>
Degree	Grade 12 / Matric
Educational institution	Knysna secondary School
Educational qualification	Nasional Senior Certificate

## Languages

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

## Computer knowledge

Basic Computer Knowledge

**Recommendations**

Contact person	C. Stander
Occupation	High School Principal
Company	Knysna Secondary School
Telephone number	044 385 0310

**Additional information**

Your hobbies	Reading love cooking Listening to music
Driver licenses	None
Salary you wish	5000 R per month
How much do you earn now	1500 R per month