



# Jamie Bernstein

Curriculum Vitae (CV)

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

- Independent
- Creative
- Compassionate
- Patient & Understanding
- Fast learner
- Managing a team
- Day to Day Running of Business
- Comprehensively Computer Literate
- Fast & Accurate Typing Skills (+ 70 wpm)
- Great Telecommunications skills
- Cold Calling
- Ability to deal with clients/patients/customers
- Dealing with admin
- Meeting deadlines
- Keeping records of work
- Bettering working environment / systems used
- Transcribing
- Thinking outside the box
- Developing creative concepts
- Seeing the greater picture
- Logical thinking
- Finding best solutions and methods for tasks at hand

Preferred occupation	Administrators Administrative jobs
	Generals General jobs
Preferred work location	Johannesburg Gauteng

**Contacts and general information about me**

Day of birth	1992-02-11 (32 years old)
Gender	Female
Residential location	Johannesburg Gauteng

Telephone number

*Information is available only for registered users.*

[Sign in](#)

Email address

*Information is available only for registered users.*

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#### **Additional information**

Salary you wish

18000 R per month

How much do you earn now

22000 R per month