



Keagan Blunden

Curriculum Vitae (CV)

What job i'm looking for? My positive points

With nearly a decade of corporate experience, I bring with me an acute understanding of the ins and outs of professional business practice, client satisfaction and operational development. My time at multi-national corporations has given me a keen sense of global market trends and expectations, as well as a skill-set engineered to address a myriad of different situations and challenges. I am currently putting my passion for people, my attention to detail, and my proactive approach to use as a senior member of the Operations team at Rossco. I can be reached via email on keagzblunden@gmail.com

Preferred occupation	Administrators Administrative jobs
Preferred work location	Johannesburg Gauteng

Contacts and general information about me

Day of birth	1990-09-22 (33 years old)
Gender	Male
Residential location	Johannesburg Gauteng
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 2019.05 iki 2021.02
Company name	RossCo
You were working at:	Office manager
Occupation	Operations Manager
What you did at this job position?	- Enhanced factory workforce organizational processes and improved overall productivity through articulating clear definitions of designated roles and responsibilities. - Triggered reduction in turn-around time by augmenting order processing protocols and controlling database management. - Rehabilitated at-risk client relationships and fostered sustainable business partnerships with key shareholders/stakeholders.

Education

Educational period **nuo 2003.01 iki 2008.12**

Degree Grade 12 / Matric

Educational institution St Barnabas College

Educational qualification Grade 12

Educational period **nuo 2010.01 iki 2010.12**

Degree Certificate

Educational institution MSS

Educational qualification NQF 4 Contact Centre Support

Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent

Computer knowledge

Windows, MacOS, Android, iOS, Microsoft Office 365, Freshdesk, G Suite, Xero, Drupal, eGain, Zoom, Slack, Paradigm, various CRM systems

Additional information

Your hobbies	I am an avid reader who loves self improvement and knowledge sharing. I meditate often and my favourite teachers include Abraham Hicks, Joe Dispenza and Mooji
Driver licenses	EB Articulated Light Vehicle \leq 3,500kg
Driver license from	2013-08-00 (10 years)
Salary you wish	27000 R per month
How much do you earn now	23040 R per month