



# Charlene Jonathan

Curriculum Vitae (CV)

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

I am 31 years of age and has 10 years payroll experience. I am an expert user. I can do debt audits and report writing. I administer all system updates and rebuild broken files and provide support to the team as well as management. I have extensive experience in capturing statutory changes, garnishes, provident fund, medical aid ect.

I have 5 year HR experience.....I can advertise vacancies , short list cvs , Administrator Interview process, criminal checks, recruitment packs, issuing of contracts, job descriptions and general HR duties.

I am available immediately

I trust the above meets your requirements and look forward to hearing from you soon

Kind regards

Charlene Jonathan

079 849 6268

Preferred occupation

Payroll Administrator  
Management, human resources jobs

## Contacts and general information about me

|                      |   |
|----------------------|---|
| Day of birth         | 1988-03-05 (36 years old)   |
| Gender               | Female  |
| Residential location | Durban City<br>KwaZulu-Natal  |
| Telephone number     | <i>Information is available only for registered users.</i><br><a href="#">Sign in</a> |
| Email address        | <i>Information is available only for registered users.</i><br><a href="#">Sign in</a> |

**Additional information**

|                          |                         |
|--------------------------|-------------------------|
| Salary you wish          | 12000-15000 R per month |
| How much do you earn now | 15000 R per month       |