



Beverley Linden

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Am a strong, self-motivated person who is loyal to my employer and I also believe in setting goals for myself to improve on daily basis so that I can be an asset to any company I work for. I believe in strong working ethics regarding trustworthiness and confidentiality.

I work well under pressure and know how to reach targets and deadlines; for the past eight years I have worked as an office Admin, Data Capturer and Office Manager/PA I have gained a lot of management experience. I am fluent in English, Afrikaans and Xhosa speak, read and write. I look forward to a job that will keep me busy throughout the day.

Please go through my Curriculum Vitae and let me know if you may have any queries regarding the content thereof. I am looking forward to meet you and hopefully being qualified for one of your vacancies.

Preferred occupation	Receptionist Administrative jobs
	Personal assistant Administrative jobs
	Data capturers Administrative jobs
Preferred work location	Eastern Cape

Contacts and general information about me

Day of birth	1982-01-03 (42 years old)
Gender	Female
Residential location	East London Eastern Cape
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

Additional information

Salary you wish	8500 R per month
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How much do you earn now

8000 R per month