



# Beverley Dippenaar

Curriculum Vitae (CV)

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

I would like to do any Email marketing (Non telephonic);Data entry; Excel work sheets; copy /paste.

Preferred occupation                      Part time jobs  
Part time, weekend jobs

Preferred work location                      KwaZulu-Natal

## Contacts and general information about me

Day of birth                                      1953-05-18 (71 years old)

Gender    Male

Residential location                              Newcastle  
KwaZulu-Natal

Telephone number                              *Information is available only for registered users.*  
[Sign in](#)

Email address                                      *Information is available only for registered users.*  
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## Work experience

Working period                                      **nuo 1988.07 iki 2006.11**

Company name                                      Newcastle Municipality

You were working at:                              Administrators

Occupation    Salaries.

What you did at this job position?      Insurance, Medical,Pensions,U I F payments and the balancing thereof.

  

Working period                                      **nuo 2009.06 iki 2009.12**

Company name                                      Uthekela Water Affairs.

You were working at:                              Data capturers

Occupation    Entering data from accounts which had not been done for 4 years and balancing via Excel spreadsheets

What you did at this job position?      Data Entering

Working period	<b>nuo 2013.08 iki 2017.06</b>
Company name	Northern Natal Pest Control Specialists
You were working at:	Marketing agent
Occupation	Telemarketing.
What you did at this job position?	Compiled email and fax lists and compiled interesting emails and faxes to send out thus promoting the company.

### Education

Educational period	<b>nuo 1966.01 iki 1970.12</b>
Degree	Grade 12 / Matric
Educational institution	High School for Girls Potchefstroom
Educational qualification	Matric

### Languages

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

### Computer knowledge

I am self taught.

### Recommendations

Contact person	Mrs Siska Janse Van Vuuren
Occupation	Administration Clerk
Company	Northern Natal Pest Control Services
Email address	siska@xis.co.za

### Additional information

Your hobbies	I like to knit,crochet,read and walk.
Driver licenses	None
Salary you wish	R1000 R per month
How much do you earn now	1750 R per month