



Nikkita La Grange

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Well educated individual who is dedicated, hardworking and goes the extra mile.

Always up for a challenge and taking on new projects. Solid computer literacy skills including, SAGE, MS Office including MS Projects and MS Access. Strong Administration skills coupled with customer service. Work experience is diverse ranging from Retail (Shops & Restaurants), Animals, as well as administration and children. Good all-rounder who is able to adapt and be flexible as the job requires.

Preferred occupation Receptionist
Administrative jobs

Administrators
Administrative jobs

Preferred work location Durban City
KwaZulu-Natal

Contacts and general information about me

Day of birth 1992-11-11 (31 years old)

Gender Female

Residential location Durban City
KwaZulu-Natal

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

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

Work experience

Working period **nuo 2018.02 iki 2019.05**

Company name Mac Donald's Transport and Warehousing

You were working at: Receptionist

Occupation Logistic Company

What you did at this job position? Receptionist

Education

Educational period	nuo 2006.01 iki 2011.12
Degree	Grade 12 / Matric
Educational institution	Bellville High

Languages

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

Computer knowledge

Acumatica
MS Office – Full Suite
SAGE (Accounting, Pastel, ERP, 50, X300)
Flowcentric (Accounting Package)
Crystal Reports (Software Package)
Quick Books
Winfreight

Additional information

Driver licenses	None
Salary you wish	7000 R per month