



Fakiera Kenny

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I have experience in the Admin, Office Clerk, Reception and Stores Clerk fields.

My strong points are Microsoft, and typing. I am a fast learner and hard working and dedicated to my work. I work well under pressure, as a team player and alone.

| | |
|-------------------------|---|
| Preferred occupation | Filing clerk Administrative jobs |
| | Receptionist Administrative jobs |
| | Front Desk Agent Administrative jobs |
| Preferred work location | Cape Town Western Cape |

Contacts and general information about me

| | |
|----------------------|---|
| Day of birth | 1987-01-15 (37 years old) |
| Gender | Female |
| Residential location | Cape Town Western 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 |

Work experience

| | |
|------------------------------------|--|
| Company name | Capita |
| You were working at: | Customer care agent |
| Occupation | Cal Centre Senior Advisor |
| What you did at this job position? | Inbound calls, customer care on UK mobile network phones |

Education

| | |
|---------------------------|-------------------------|
| Degree | Grade 12 / Matric |
| Educational institution | Strandfontein Secondary |
| Educational qualification | Matric |

Languages

| Language | Speaking level | Understanding level | Writing level |
|-----------------|-----------------------|----------------------------|----------------------|
| English | fluent | fluent | fluent |
| Afrikaans | very good | good | good |

Computer knowledge

Microsoft Office, Outlook, Word, PowerPoint

Good typing skills

Additional information

| | |
|-----------------|------------------|
| Driver licenses | None |
| Salary you wish | 7000 R per month |