

Customer Service & Sales Professional

Available Candidate Profile

CANDIDATE #W109

A highly motivated professional who takes pride in their attention to detail and work ethic. Extensive experience in customer service and administration within various settings. Seeking administration or receptionist position in a variety of industries throughout Ballarat.

QUALIFICATIONS AND LICENSES:

Business Administration

Workplace Training: Cat and Dog Behaviour

Dealing with Difficult Customers

Certificate II Animal Studies

Certificate III Assistant in Nursing

CURRENTLY SEEKING EMPLOYMENT WITHIN:

Administration

Reception

Customer Service

Accounts

HOURS

Available for both part time and full-time opportunities

TRANSPORTATION:

Have own readily available transport

RESTRICTIONS

Avoid heavy lifting, constant and prolonged typing