

CURRICULUM VITÆ

OF

DEIDRE NELS

Personal Information

Surname: Nels

First Name: Deidre

Gender: Female

Date of Birth: 15 May 1990

Citizenship: Namibian

Marital Status: Single

Dependents: One (1)

Driver's License: Learners License

Home Language: Afrikaans

Additional Language(s): English, German

Postal Address: P.O. Box 10093
Komasdal
Windhoek

Residential Address: ERF 3951, Rolls Royce Street
Komasdal, Windhoek

I.D Number: 90051500213

Contact Details: 081-818 8197 (Cell)
061-213 373 (Home)

Criminal Record: None

Educational Background:

Highest Grade: Matric 2008
Dawid Beziudenhout High School
Windhoek
Namibia

Subjects: English; German; Mathematics;
Physical Science; Biology;
Geography

Tertiary Education

Institution: International Training College Lingua
Course: Business Administration Year: 2010

Computer Skills

MS Excel 2010
MS Power Point 2010
MS Outlook 2010
MS Word 2010

Work Experience

Cashier/Sales Lady : Legit Clothing Store

October 2006- January 2007

Town Square Mall

Windhoek

Waitress:

Le Palms Restaurant/Bar

December 2008 – March 2009

Windhoek

Sales Clerk:

Ashley's Fish Supply

November 2011 – June 2012

Windhoek

Sales Assistant:

Mr. Price Home

October 2012- April 2013

Windhoek

Office Clerk:

Bruni & McLaren

August 2014 – 31 October 2019

Currently Working at BDO as a Tax/Legal Assistant from 06 November 2019.

Assisting Mr. Simon Steyn with the Liquidations at hand.

I am also part of the tax team where we register clients on the ITAS system, clearing of Tax balances, and submitting completed returns at the Receiver of Revenue.

References:

1. Mrs. Hess

Dawid Bezuidenhout High School

Tel: 061-211 872

2. Mr. R. Jooste

Former Lecturer

International Training College Lingua

061- 246 758

3. Mrs. R. Brandt

Mr. Price Home

061- 256792

4. Mr. David J. Bruni

Principal

Bruni & McLaren

081 124 2163

061- 23 70 30

5. Mr. Simon H. Steyn

Partner

BDO Namibia

083 322 4125