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| First Name:Date of Birth:Marital Status:Dependents:Sex:Nationality:Hobbies:Professional Skills: (10) |  | **Personal Information**Charlie 01 January 0000Single/MarriedIf applicableMale/FemaleSouth African/European etc Cycling, Reading etc**Skills**Accounting (for example, IT skills, languages with level of fluency, or knowledge of specific programs or machinery) |
| Computer Skills:Languages:Education /Tertiary: |  | MS Office etcEnglish (Home language etc)Afrikaans (Home language etc)Dutch etc (what level Dutch)**Education/Courses****Year/s** (2001 to 2003 for example)InstitutionDiploma/Degree |
| Courses: |  | **Year/s**Institution/CompanyCertificate/CourseInstitutionYearCourse |

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| Duration: |  | **Employment****October 2020 - Current** |
| Company: |  | Unknown  |
| Position:Achievements: |  | Manager etc |
|  |  | * Duties
* Admin etc
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| Reason for Leaving: |  | Resigned etc |

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* Admin etc
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