



I'm Riley Mason. In the Selçuklu district of Konya on 10 October 1993 I was born. I studied primary and secondary education here. High School Konya Anatolia I studied in his high school. Work for family reasons after finishing high school I started looking. Later, secretary in many private companies I started doing it. My computer use is good. Office Programs I have a lot of information about. I was trained in diction. I know about office machines.

CONTACT

05123456789
Selçuklu/Konya
example@gmail.com
example.com
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PERSONAL INFORMATION

10/10/1993
Single
Not completed

SKILLS

Microsoft excel
Computer Programming
Microsoft office
Microsoft word

LANGUAGES

English
Italian
Russian

RILEY MASON

SECRETARY

EDUCATION

2008-2011 Konya Anatolian High School

WORK EXPERIENCES

2013-2015 Altundal Company
Secretary
2016-2018 Karabuk Company
Secretary
2018-2020 Fazilet Shoes
Secretary

REFERENCES

Altundal Company 05123456789
KAHRAMAN BALHÖYÜK
Karabuk Company 05123456789
CAN YAMANCI
Fazilet Shoes 05123456789
HAYATİ KOCA

CERTIFICATES AND COURSES

2015-2016 Diction Training

HOBBIES

- Horseback Riding
- Driving a Race Car
- Using an engine
- Camping