

**Riley
Mason**
SECRETARY



ÖZ GEÇMİŞ

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.

EĞİTİMLER

2008-2011 Konya Anatolian High School

İŞ DENEYİMLERİ

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

REFERANSLAR

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

SERTİFİKALAR VE KURSLAR

2015-2016 Diction Training

İLETİŞİM BİLGİLERİ

📞 05123456789

📍 Selçuklu/Konya

✉ example@gmail.com

🌐 example.com

in @example

KİŞİSEL BİLGİLER

10/10/1993
Single
Not completed

YETENEKLER

Software Application	Percentage of Respondents
Microsoft excel	100%
Computer Programming	75%
Microsoft office	75%
Microsoft word	75%

DILLER

English

Italian

Russian

İLGİ ALANLARI

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



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- 📅 10/10/1993
- ♂ Single
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YETENEKLER

- Microsoft excel
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DİLLER

- English
- Italian
- Russian