

JAIWA NATINGOR

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WORK EXPERIENCE

- **Filing clerk/ Administrative Assistant , Legal house, Dubai, United Arab Emirates**(Dec 1969 to Dec 1969)

EDUCATIONAL BACKGROUND

- **ACLC** , Valencia , **Business administration** , 2014, Management

SKILLS

- **microsoft excel**
- **microsoft world**
- **outlook**
- **gmail**
- **phone calling and transferring**

PERSONAL BACKGROUND

- **Birthday:** - 1995-08-26