








# Natasha Croeser

## CONTACT

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-  South African
-  Code B

## SKILLS

- Dedication
- Intelligence
- Strong work ethic
- Strategic thinking
- Hands-on experience
- Continuous improvement
- Problem-solving
- Ability to achieve organizational goals
- Ability to exceed expectations
- Capability to work in fast-paced environments

## LANGUAGES

### Afrikaans

Proficient (C2)

### English

Proficient (C2)

## PROFESSIONAL SUMMARY

I'm a dynamic and results-driven person, known for unwavering dedication, intelligence, and strong work ethic. With a proven track record of excellence across various roles, I combine strategic thinking with hands-on experience to deliver results. My commitment to continuous improvement and problem-solving ability makes me an asset to any team. I excel in fast-paced environments, demonstrating capability to achieve organizational goals and exceed expectations.

## WORK HISTORY

**Co-Owner / Manager** 01/2020 - Current  
**Wranglers Saloon** - Parys

- Company Overview: Bar & Restaurant
- Business Operations: Oversee all aspects of bar operations, including staffing, inventory management, and financial performance
- Customer Experience: Ensure a high standard of customer service, address customer concerns, and maintain a welcoming atmosphere
- Staff Management: Hire, train, and supervise bar staff; manage schedules and conduct performance evaluations
- Financial Oversight: Develop and manage budgets, track expenses, and implement strategies to increase profitability
- Marketing and Promotion: Create and execute marketing plans, including social media, events, and promotions to attract and retain customers
- Compliance: Ensure compliance with local regulations, including health and safety standards, liquor licensing, and labor laws
- Vendor Relations: Negotiate with suppliers and manage inventory levels to ensure product availability and quality
- Bar & Restaurant

**Owner/Manager** 01/2017 - 01/2020  
**Villa Venus Guesthouse** - Parys

- Company Overview: Guesthouse
- Customer Reservations / Customer Service
- Reconciliation of Bank Statements, Debtors and Creditors
- All administrative duties
- Guesthouse
- Reason for Leaving: Opened new Business

**Administrative & General Manager** 01/2017 - 01/2019  
**Maverick Wholesale and Butchery** - Parys

- Company Overview: Wholesale Meat and Butchery
- All accounting duties, including but not limited to: Write-up and reconciliation of Cash books, Bank Statements and preparation of Financial Statements
- BTW, LBS, UIF, SDL, WCA
- All administrative duties including but not limited to: daily receivables and creditors, Orders, delivery wages/salaries, Inventory Control

- Slaughterhouse orders, customer service customer relationships and all other general Business Duties
- Wholesale Meat and Butchery
- Reason For Leaving: Business Sold

**Administrative & General Manager**  
**Maverick Trading 1175CC - Parys**

01/2015 - 01/2019

- Company Overview: Wholesale Meat
- All accounting duties, including but not limited to: Write-up and reconciliation of Cash books, Bank Statements and preparation of Financial Statements
- BTW, LBS, UIF, SDL, WCA
- All administrative duties including but not limited to: daily receivables and creditors, Orders, deliveries wages/salaries, Inventory control
- Wholesale Meat

**Financial Advisor / Wealth Management**  
**Specialized Portfolio Solutions**

01/2010 - 01/2015

- Company Overview: Momentum Franchise, Financial Planning, Long-term-/ Shortterm Insurance, Wills, Estate Planning, Investments
- Provided clients with specialized advice on investments, life insurance, Short term insurance, taxes, estate planning, savings options, retirement planning, and all other insurance and savings plans
- Momentum Franchise, Financial Planning, Long-term-/ Shortterm Insurance, Wills, Estate Planning, Investments
- Reason for Leaving: Moved

**Executive Assistant - to 2 Franchise Principals**  
**Specialized Portfolio Solutions - Erasmusrand, Pretoria**

01/2009 - 01/2015

- Company Overview: Momentum Franchise, Financial Planning, Longterm-/ Shortterm Insurance, Wills, Estate Planning, Investments
- Administrative Support: Manage and prioritize executive's calendar, schedule meetings, and arrange travel
- Communication: Acted as a liaison, handling phone calls, emails, and correspondence with discretion
- Document Management: Prepared, reviewed, and proofread reports, presentations, and other documents
- Event Coordination: Organized and coordinated meetings, conferences, and company events
- Project Assistance: Assisted with special projects and initiatives as required by the executives
- Administration: All other administrative duties as requested by Executives
- Momentum Franchise, Financial Planning, Longterm-/ Shortterm Insurance, Wills, Estate Planning, Investments

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## EDUCATION

**Grade 12, 01/1999**

**High School Parys - Parys, Free State**

**NQF5 Wealth Management Qualification: Wealth Management Momentum**

**Financial Advisor/ Wealth Management Momentum**

RE 5 Exam Passed

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## CUSTOM

B

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## HOBBIES AND INTEREST

- Netball – coaching and refereeing Referee rating – SA B SA Schools, Provincial and local leagues Fast 5 Schools, Provincial, SA Schools, 1st teams and general refereeing Grader

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## PERSONAL INFORMATION

- ID Number: 810 03 0040 082
- Health Status: Excellent
- Criminal Record: None
- Date of birth: 05/03/81
- Gender: Female
- Nationality: South African
- Marital status: Married