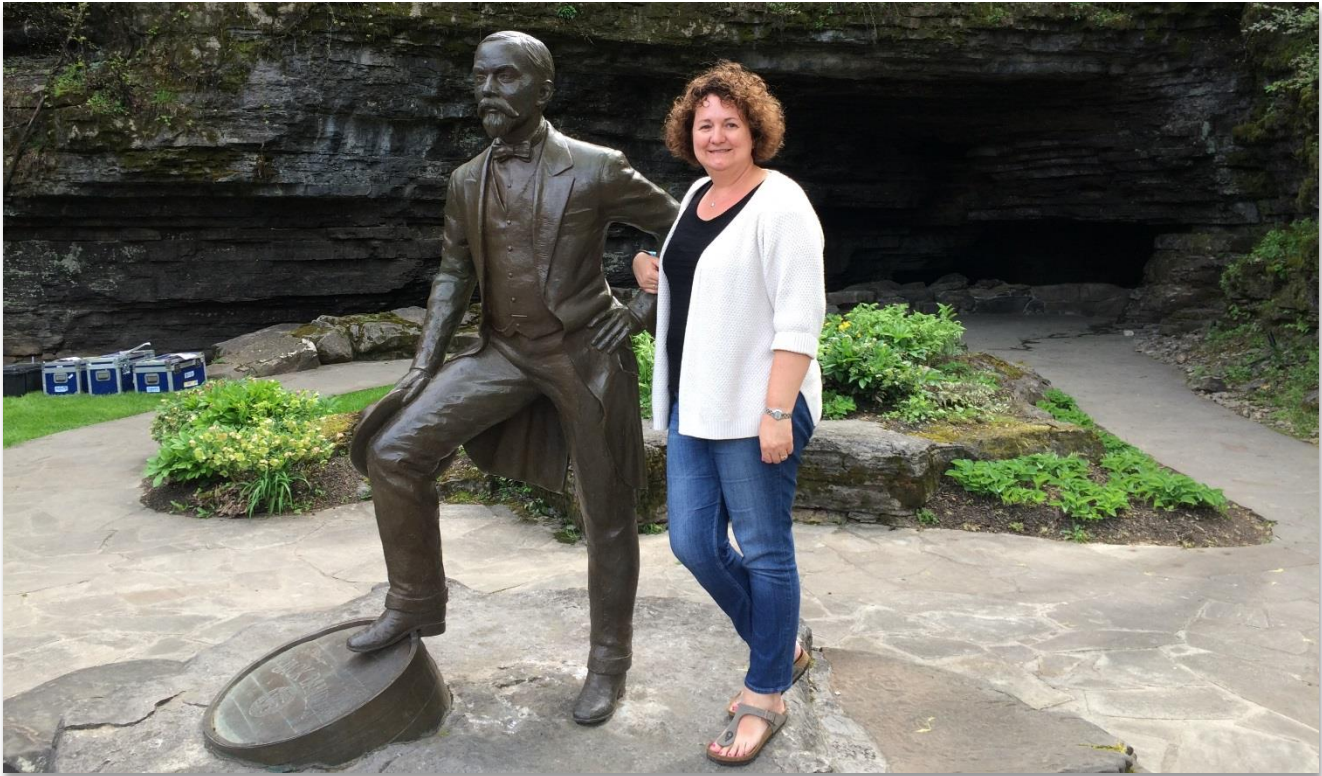


Jane Primmer | Personal Profile

Finance Assistant/Admin Team Co-ordinator



Profile

Jane joined the Company in 2006. She is the Project Co-ordinator for the Administration Team and also helps to look after the Company's financial and HR matters. Having such a sunny disposition, she is the perfect person to interact with people internally within the business, and externally.

Jane is methodical and systematic in her approach to working and can be relied on to prompt and check on recurring work activities. Her giggle can be heard around the office and she is a welcome visitor to everyone's desk.

Recent Training

Word, Excel, PowerPoint, Environmental Awareness, NBS Create, Display Screen Equipment

More about Jane

An interesting fact about me is... **I climbed to the top of Sydney Harbour Bridge.**

At the weekend you will find me... **having a girly Saturday catching up with my mum and sister with coffee and cake!**

If I won the lottery I would... **buy an around-the-world air ticket.**

My greatest achievement is... **getting 3/10 (30 points) on PopMaster (Radio 2)**