



# Nhlanhla Vilakazi

Curriculum Vitae (CV)

## What job i'm looking for? My positive points

I'm a hard working individual who thrives to achieve any intended goal, and I pay attention to details. I have excellent communication skills in both writing and speaking. I'm easy to work with, because I have a strong believe in team work. I plan and manage time efficiently. I enjoy learning new challenging tasks. I good in problem solving.

Preferred occupation	Shop assistants Retail, store jobs
	Car drivers Driver jobs
	Receiving clerk Retail, store jobs
Preferred work location	Johannesburg Gauteng
	East Rand Gauteng
	West Rand Gauteng

## Contacts and general information about me

Day of birth	1984-09-29 (40 years old)
Gender	Male
Residential location	East Rand Gauteng
Telephone number	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>
Email address	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>

## Work experience

Working period **nuo 2015.08 iki dabar**

Company name Woolworths

You were working at: Shop assistants

Occupation Department controller foods

What you did at this job position? Daily stock count. \*Ordering sock. \*Managing team on a day to day basis - motivate, develop and train where necessary. \* Give tasks transparently, and follow up to given tasks. \*Receiving stock and dispatching. Making sure that incoming and outgoing stock is accurate. \*Monitor shrinkage. \*Making sure that daily objectives are met. \* Exceptional customer service. \* Reporting any suspicious acts performed whether by employee, service provider or customer. \* Think customer at all times. \* communicating with suppliers on short deliveries or quality issues. \*Monitor attendance, late coming and stuff performance. \*Authorizing transactions at POS when required. \* Organizing and planning towards achieving or exceeding daily, weekly and monthly targets. \* paying attention to details. \* Operating a till when required or if the is a queue. \*Scrutinize sales, movement and shrinkage reports. \* Investigating an loss. \* Emphasize the "handle with care"phrase to fellow employees to avoid shrinkage. \*Give daily reports to superiors. \* Capturing PODs on the system. \* Execution of updated plano-grams. \*Assisting sales assistants with packaging and stock rotation. \* Adhere to company policies and procedures. \* Attending to customer complains with integrity.

Working period **nuo 2008.02 iki 2010.11**

Company name The Cold Chain

You were working at: Shop assistants

Occupation Merchandiser

What you did at this job position? \*Ordering stock. \*Replanishing and keeping shelves clean at all times. \* Assist customers to create an excellent shopping experience. \*Making sure stock is well presented on the sales floor \*Checking for expired and damaged stock on the sales floor every morning before the store opens for trade. \*Reporting any suspicious acts. \*Writing and recording returns before they are dispatched.

**Education**

Educational period **nuo 1999.01 iki 2004.12**

Degree Grade 12 / Matric

Educational institution Aha-Thuto Secondary School

Educational qualification Senior Certificate

I could work As a driver, receiving clerk or rep.

**Languages**

Language	Speaking level	Understanding level	Writing level
English	very good	very good	very good

**Computer knowledge**

Basic computer skills (completed).

**Conferences, seminars**

NQL4 2019-2020

**Recommendations**

Contact person	Cyprian Velems
Occupation	Department Manager
Company	Woolworths
Telephone number	078 414 1282

**Additional information**

Your hobbies	Reading Cooking
Driver licenses	C1 Heavy Vehicle 3,500kg - 16,000kg
Driver license from	2021-06-00 (3 years)
Salary you wish	0000 R per month
How much do you earn now	0000 R per month