



Thabang Lelaka

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am looking for a challenging, but rewarding position, and i am willing to learn and grow in a role of responsibility. I do believe that i can be a great addition to your team, and i can be a great candidate for this role, because my positive attitude has given me the courage to handle any difficult task plus the ability to learn fast and cope well when the going gets tough. I have the skills and devotion that is required to be a professional employee and have a good communication skills. You find me to be an extremely responsible professional who takes my work very seriously and who is capable of quickly grasping complex and unfamiliar concepts. So, i would like to welcome the opportunity so that i can make a valuable contribution as an employee to my employer.

Preferred occupation	Generals General jobs
Preferred work location	Pretoria / Tshwane Gauteng

Contacts and general information about me

Day of birth	1994-03-27 (30 years old)
Gender	Male
Residential location	Thabazimbi Limpopo
Telephone number	<i>Information is available only for registered users.</i> Sign in
Email address	<i>Information is available only for registered users.</i> Sign in

Work experience

Working period	nuo 2020.04 iki 2021.06
Company name	Rentokil Initi als
You were working at:	Dispatchers
Occupation	Inventory Control Assistance
What you did at this job position?	Receiving and Dispatch, Invoicing the trucks and inventory and administration. Responsible for import and export, transport(Airfreight, Sea freight, road freight). Also assisting with inventory management.

Working period **nuo 2019.01 iki 2019.12**
 Company name Cosamo (PTY) LTD| Mota-Engil Group
 You were working at: Pickers, packers
 Occupation Receiving Clerk
 What you did at this job position? Receiving and Dispatch. *Processing purchasing orders.
 *Ensuring the availability of stock all the time, and make sure that the stock has been issued for the team to perform their daily duties. Packing and Packing of stock.

Education

Educational period **nuo 2022.03 iki 2022.06**
 Degree Certificate
 Educational institution Matlala College
 Educational qualification Computer Literacy
 I could work I could work using MS work and MS excel very well

Educational period **nuo 2017.04 iki 2017.04**
 Degree Certificate
 Educational institution Future Success Academy (INSETA)
 Educational qualification Basic Business Administration
 I could work I could work with customers very well

Educational period **nuo 2013.02 iki 2015.04**
 Degree Certificate
 Educational institution South West Gauteng College(Roodepoort West campus)
 Educational qualification Electrical Engineering
 I could work I could work with electrical connection and wiring

Educational period **nuo 2011.01 iki 2011.12**
 Degree Grade 12 / Matric
 Educational institution Mmamolope Senior Secondary School
 Educational qualification Matric
 I could work Any challenge given with no experience, because i am willing to learn and grow in a role of responsibility

Languages

Language	Speaking level	Understanding level	Writing level
Sepedi	very good	fluent	very good
English	good	good	good
isiZulu	basic	good	do not know

Computer knowledge

MS Word. *MS Excel. *MS PowerPoint. *MS Access. *Internet and Email. *Office Skills

Additional information

Driver licenses	None
Salary you wish	R10000-R15000 R per month
How much do you earn now	Currently Unemployed R per month