

Mapaseka Manko Motloung

6837 Madopi street River Park Alexandra 2090

0683258454/ 0731997065 |

mapasekamotloung654@gmail.com

Experienced customer service care for 5+ years looking to apply my knowledge of customer service,sales and management in any company willing to give me a chance.

I am seeking positions that will provide me with the experience and knowledge to develop my skills and pursue my goals.

I am very driven and dedicated to my work,I work well under pressure, I am a team player,decision maker and always thinking out of the box.

I believe I can do better beyond retail,I adapt very easily to new environment and I also work well with a team. I always go beyond of what is expected of me and I believe I will be the perfect candidate to any company willing to give me a chance.

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Objective

I am very driven and dedicated to every work that I do. I have mostly retail experience but I believe I can do better beyond retail. I would like to pursue a career in the corporate world, starting as a receptionist and working all the way hard to the top. I am a fast learner and willing to learn as much as I can. I believe I will be a good asset to any company willing to give me a chance to prove myself and grow within the company.

Experience

- **Super care cleaning company** 2016 - 2017
Cleaner
Cleaning offices, making sure that they are clean & tidy each and every day.
- **Lami cleaning & hygiene** 2017 - 2018
Cleaner
1. Making sure that all the cinema's are clean & tidy after every show.
2. taking out rubbish bins on the floor & making sure that the floor and office management is always clean and tidy.
- **Sterkinekor** 2018 - 2020
Cashier
1. working as a cashier, assisting customers to purchase tickets using cash or card.
2. counting stock every morning before my shift and every afternoon before I knock off.
3. making pop corn and preparing slush every morning.
4. scanning customer's receipt before entering the cinema.
- **Pna** 2020 - 2023
Floor and cashier assistant
1. working as a cashier, assisting customer's on the floor.
2. counting of stock.
3. ordering of stock.
4. merchandizing the floor.
5. Assisting customer's on the floor, help them decide on what is best or better stationary for their kids.
- **Pick n pay** 2023 - 2024
Cashier & floor assistant
1. working as a cashier.
2. merchandizing the stock on the floor.
3. counting bulk before we knock off.
4. Assisting customer's on the floor.
5. Receiving and unpacking of stock.

- **New Wave Youth Development Centre** 2012 - 2013
Secretary & teacher
1. Answering of calls and directing them where they should go.
2. Scheduling appointments for staff members.
3. Taking minutes during meetings.
4. Tutoring grade 12 learners life sciences.

Education

- **Thetha secondary school** 2011
Matric
12
- **Unisa** 2013
Public relations
Unfinished
- **Rekaofela youth development centre** 2014
Basic computer

Skills

- 1. Team player. 2. sales. 3. good communication and listening skill. 4. Decision making.

Reference

- **Nomhle Mthethwa - Pick n pay**
Manager
0688517235
- **Esmi Malebaka Mosia - Lami cleaning and hygiene**
Manager
0658533541
- **Tshepho Mashalane - Sterkinekor**
Manager
0772861801
- **Kevin Hlungu - PNA**
Supervisor
0684811137