CONTACT

SIBONGO FRANKY BUTHELEZI

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Boksburg
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OBJECTIVE

To enhance my professional skills, capabilities and knowledge in an organization which recognizes the value of hard work and trusts me with responsibilities and challenges.

EXPERIENCE

20/04/2020 - 30/06/2021

- **General worker / Handyman**
  Elite Business Services Agency [MPR Hiring]

●Packaging, labeling and inventory checks in warehouses.
●Keeping work areas, walkways, equipment clean and hazard-free.
●Erecting and dismantling scaffolding under supervision.

03/08/2021 - 25/11/2022

- **Picker and Packer**
  IN2FOOD [Benoni Food manufacturing]

●Select Inventory, Read order lists, pick tickets, or use radio frequency scanners to locate the correct products on warehouse.
●Verify Items, Double-check quantities, and product descriptions to ensure order accuracy before moving items to the packing station.
●Quality Control, Inspect products for scratches, dents, or broken parts prior to packaging.
●Labeling & Sealing ,Seal packages securely using tape or shrink wrap and apply accurate shipping addresses and tracking labels.

16/01/2023 - 02/06/2025

- **Assistant Driver**
  WHECO Group [JHB warehouse]

●Assist with furniture assembly, repairs, and installations on site.
●Support the Technical Repair Agent during customer visits.
●Assist with receiving, moving, and organising stock.
●Support general store operations and housekeeping.
●Help the driver find routes use GPS and adjust mirrors for visibility.
●Liaise with the main office dispatch about route changes or delivery.

02/09/2025 -

- **Delivery Driver [8ton Dropping Side Truck]**
  SHEZCHEM Detergent

●Operating vehicle responsibly following traffic laws.
●conduct pre-trip inspections for safety.
●Delivery good accurately and on time.
●maintain accurate delivery records and paperwork.
●Complete delivery records, get customer signatures and manage paperwork.
●interact professionally with clients, resolve complaints and ensure customer satisfaction.

EDUCATION

2013

- **Siyangempumelelo High school**
  Matric
  Grade 12

2019

- **Tshwane University Of Technology**
  Language practice / Linguistics
  National Diploma

SKILLS

- Computer skills [MS Word , PowerPoint, excel]

PERSONAL DETAILS

- Date of Birth : 05/11/1994
- Religion : Christian
- Gender : Male
- Driving Licence : EC [code14 + PDP]

REFERENCE

- **Mr Evans Sifundza - WHECO Group**
  Supervisor
  sifundza975@gmail.com
  +27722248313

- **Mr MS Shezi - SHEZCHEM Detergent**
  CEO [company founder]
  Mbusiswashezi@gmail.com
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