Cover letter

[FORTUNE SEROKA]

Dear Sir/Madam
I FORTUNE SEROKA a 30year old male currently Working at ARJO HUNTLEIGH, As a young person who is willing to learn, gain experience, and to share my knowledge and skills to other's where is possible.
I have the ability within me and believe that I have what it takes to be the best appropriate candidate for this position ,I adopt easily and am a fast learner ,I am corporative and willing to learn.
For the past 5years as a DRIVER i have gained experience on fleet controlling, my manager would ask me to
Help him sometimes when hes on leave or absent i would open tracking APPs in the control room
Check drivers on the road
Give weekly updates monthly updates
Handle emergency reports and hijacking's
I worked with NETSTAR,CARTRACKER , MATRIX

For the past 4years as a sales executive I gained experience in working with monitored performance, we worked with targets on each month

I can now do advertising

Social media posts

Clients follow up

Securing a sale.

It will be an honor to be given an opportunity like this to share my experience, skills and knowledge in working with

staff company who has different personalities and Be able to assist one another in coming up with excellent
solution's to issues that are challenging in the company's objectives
Iam looking forward to the opportunity of being the part of the department ,to grow and contribute to its success, In
hiring me it will be without any regrets in your company
for Further information about me will be based on my CV. Kindly e-mail or contact me.
Should there be no vacancy available at the moment please save my cv for future driver positions suitable for me.
Kind regard
FORTUNE LEHLOHONOLO SEROKA.

Reference letter

[FORTUNE SEROKA]

METALITE PC TECH(sales)

Manager

Wayne hunt》 +27 60 577 8353

MOTUS AFTERMARKET PARTS(driver)

Manager

Simon mogaole》 0731970719

DRIVING LICENCE

SADC

ZA

SOUTH AFRICA



CARTA DE CONDUCAO

LF SEROKA

ID No.: 02/960226565608 6 MALE

Birth: 26/02/1996 ZA Restriction: 0

Licence Number: 499500001MPN No.: 1

Valid: 11/01/2024 - 10/01/2029

Issued: ZA

Code: C1

Vehicle restriction: 0

First issue: 20/05/2016

Prof. driving permit: D,G,P

Expiry date: 09/01/2026

ALL -IN- ONE Driving Academy



CONVEY DANGEROUS GOODS TRAINING

Name:	Lehlohonolo F.
Surname:	Seroka
ID No.:	960226 5656 08 6
Issue Date:	18 - 07 - 2023
Expiring Date:	17 - 07 - 2024
CERT.No.:	ADG_260296035

This is to certify that the Above-mentioned person has been trained and medically examined as required by the National Road Traffic Act -Act 93 of 1996 to Convey Dangerous Goods By Road

Fortune L Seroka

15508 ivory park midrand•0639267063•serokafortune26@gmail.com

Iam a well-motivated and success driven individual . I see myself as a flexible person who can adjust well to any situation and driven to finish the task on hand. I interact well both on, one on one basis as well as in groups. I am fast learner and adapt quickly to change. I find challenges very interesting and inspiring ,and I live to solve situations at hand.

EXPERIENCE

JAN 2016-JAN 2017

ADMINISTRATOR, PRODIST WAREHOUSE

- ASSISTING WITH COMPANY ORDERS
- RECEIVING ORDERS VIA PHONE
- CUSTOMER SERVICE & DOING CALL FOLLOW UPS
- TYPING AND FAXING INVOICES

- RECEIVING AND DISPATCHING

MARCH 2017-MAY 2019

CALL CENTRE AGENT,SALES EXECUTIVE METALITE PC TECH

- ASSISTING WITH COMPANY ORDERS

- sales executive (cellphones) target
- °client follow up
- °administration work
- °quiries
- °Cold calling

- RECEIVING COMPLAINS FROM CUSTOMERS

2019-2020

TAKEALOT(driver)

- delivery, collection of returned stock back to DC

SEPTEMBER 2021-2021 December

MOTUS AFTERMARKET PARTS (DRIVER)

January 2022-2024 February

- delivering parts to spares
- Collecting RFC's

- Partime fleet controller, book vehicle service,accident report
- Tracker monitor,book new license dicks for fleet check PODs

ARJO HUNTLEIGH

MARCH 2024-present

•driver technician (outsource)

-Installatios and collections for different hospitals

-stock takes

-trouble shootings

-attending queries

EDUCATION

DEC 2014

MATRIC, IVORY PARK SECONDARY SCHOOL

MAJORING IN GENERAL SUBJECTS INCLUDING LIFE SCIENCES & GEOGRAPHY

JAN 2015

MARKET EXCHANGE COURSE, TRADE 4 AFRICA

MAJORING IN STOCK EXCHANGE & FOREX BROKERS

JAN 2017

ICOLLEGE INSTITUTION

INFORMATION TECHNOLOGY,

MAJORING IN TECHNICAL SUPPORT (pending)

SKILLS

- OPTIMISTIC AND ATTENTIVE TO DETAIL
- MANAGERIAL SKILLS

- COMPUTER LITERATE - PROFESSIONAL AND MORE ETHICS - GOAL ORIENTED

ACTIVITIES

FULL TIME READER OF BOOK

PART TIME BABY SITTER

CHESS PLAYER

OTHER INFORMATION

GENDER :MALE

AGE :30

LANGUAGES :SETSWANA , ENGLISH , ZULU (ELEMENTARY)

RACE :African

DRIVER'S license :CODE 10 WITH PDP/dangerous goods with 8years experience

ALTERNATIVE NUMBERS :0837270351 ,

REPUBLIC OF SOUTH AFRICA

National Senior Certificate

Awarded to

LEHLOHONOLO FORTUNE SEROKA

Identity number 9502265656086

Subject	%	Achievement level
Sepedi Home Language	62	5
English First Additional Language	53	4
Mathematical Literacy	34	2
Life Orientation	55	4
Geography	32	2
History	38	2
**********	***	*

This candidate is awarded the National Senior Certificate and has met the minimum requirements for admission to higher certificate study as gazetted for admission to higher education subject to the admission requirements of the higher education institution concerned.

SOUTH AFRICAN POLICE SERVICE
DESIGNATED FIREARM OFFICER
2020 -03- 12
IVORY PARK
SOUTH AFRICAN POLICE SERVICE

With effect from December 2015

M. S. Lakometsi
Chief Executive Officer

160 8204 0241 N

This certificate is issued without alterations or erasure of any kind.

UMALUSI

Council for Quality Assurance in General and Further Education and Training South Africa

(See reverse for more information)

6686695

South African Revenue Service

INCOME TAX

Notice of Registration

Enquiries should be addressed to SARS

Contact Detail

SARS
Alberton
1528

0800 00 7277
Website: www.sars.gov.za

FL SEROKA
15507 IVORY PARK
MIDRAND
JHB
1685

Details

Taxpayer Reference No: 1651340182

Always quote this reference number when contacting SARS

Date: 2024-01-23

Electronic Certification

South African Revenue Service

Certified as a true copy and there is no indication that the original has been amended by any unauthorised person

2024-01-23

Dear Taxpayer

NOTICE OF REGISTRATION

The South African Revenue Service (SARS) confirms registration of the following taxpayer:

Name and Surname: FORTUNE L SEROKA
ID number: 9602265656086
Taxpayer reference number: 1651340182
Date of Registration: 2017-10-15

Your tax obligation

Depending on your circumstances, you may be required to submit an annual income tax return. Should you be a provisional taxpayer, returns and payments will be required every six months. More details can be obtained from the SARS website.

Any person who derives by way of income any amount which does not constitute remuneration or an allowance or advance contemplated in section 8(1) of the Income Tax Act is regarded as a Provisional Taxpayer and may be required to submit provisional returns.

Kindly notify SARS of any change to your registered particulars within 21 business days of such change.

Should you have any queries please call the SARS Contact Centre on 0800 00 7277. Remember to have your taxpayer reference number at hand when you call to enable us to assist you promptly.

Sincerely

ISSUED ON BEHALF OF THE COMMISSIONER OF THE SOUTH AFRICAN REVENUE SERVICE