CURRICULUM VITAE

OF

RAKUBU DIMAKATSO EMMANUEL

PERSONAL DETAILS

TITLE	Mr.
SURNAME	Rakubu
FIRST NAMES	Dimakatso Emmanuel
MARITAL STATUS	Single
DATE OF BIRTH	02 January 1996
EMPLOYMENT EQUITY	Black (Male)
NATIONALITY	South Africa
LANGUAGES	Sepedi, English, Zulu & Setswana
DRIVER'S LICENCE	Yes Code 10 with PDP
CRIMINAL RECORD	No
WILLING TO RELOCATE	Within S.A
MOST PREVIOUS EMPLOYER	The Courier Guy
OCCUPATION	Unemployed
NOTICE PERIOD	Immediately

CONTACT DETAILS

CELL PHONE NUMBERS	076 474 3857/ 076 132 7829
EMAILS	Rakubudima@gmail.com/ Rakubusl@gmail.com
RESIDENTIAL LOCATION	Tembisa (Ekurhuleni-JHB)
WILLING TO RELOCATE	Yes

PROFESSIONAL PROFILE

I'm an enthusiastic with drive, determination and I have positive personalities that enable me to preserve despite the situation. For example if I'm offered the job and find that I am not familiar with the system used, I can be able to adjust myself and learn very quickly. My work experience spans across the Freight and Package Transportation and Retail over the past years. I am perfectionist by nature, positive, hardworking and extroverted individual. I am perfectionist by nature, positive, hardworking and extroverted individual. I can be able to adjust myself and learn very quickly. I am perfectionist by nature, positive, hardworking and extroverted individual.

EDUCATIONAL BACKGROUND

1.	Kwazini Community Learning Center
Grade 12	
YEAR TO COMPLETE	**:** 2022

2.	Sefoloko High school
Grade 11	
SUBJECT PASSED	**:** English, Life Orientation, Sepedi, Accounting, Business studies, Mathematical literacy and Economics
YEAR COMPLETED	**:** 2015

KEY SKILLS AND COMPETENCIES

- Microsoft office- Word, Excel, PowerPoint, and Outlook
- Stock Maintenance/ Control
- Attention to detail
- Ability to work well with others
- Ability to operate and control equipment
- Understanding of health and safety
- In-depth knowledge of packing and shipping procedures.
- Good Communication and writing skills

WORK EXPERIENCE

1.	**January 2019- December 2021 (3 years)**
THE COURIER GUY	

POSITION : Code 10 Driver
INDUSTRY : Freight and Package Transportation
REPORTING TO : General Manager
Key Role and Responsibilities

- To transport goods to customers.
- To ensure that loads are secure on truck prior to moving the load.
- To ensure that loads are loaded in a manner that prevents damage during transportation and to ensure that any damages incurred prior to loading or whilst loading are reported and documented.
- To deliver and offload the goods as per delivery note.
- To ensure that the load is loaded correctly to distribute weight on the truck.
- To ensure that the truck is inspected daily prior to departure according to the check list.

Reason for leaving: Decided to return to college full-time in order to obtain Grade 12.

2.	June 2017- December 2018 (1 year and 6 months)

SHOPRITE

POSITION : Packer
INDUSTRY : Retail
REPORTING TO : Store Manager
Key Role and Responsibilities

- Weighing packages and labeling them appropriately.
- Inspecting packages to ensure they are not damaged.
- Inspecting shipping containers to ensure they meet shipping regulations.
- Assembling daily orders by shipping location or any other shipping categories.
- Keeping records of packages including delivery notes, invoices, ect.
- Filing out packing and order forms with the relevant shipping information.
- Sealing shipping containers and labeling them appropriately.
- Cleaning shipping containers and other shipping supplies.

Reason for leaving: Looking for better career prospects, professional growth, and work opportunities.

PROFESSIONAL STRENGTHS

- Structured approach to work and very results driven.
- Strong prioritization and time management skills with particular focus on meeting deadlines.
- Ability to prioritize and deal effectively with a number of tasks simultaneously.
- Ability to work in a fast-paced, high-stress environment for long hours.
- Strong analytical skills specifically with data analysis and accurate.
- I thrive in a challenging environment and always aim to master my work.

PROFESSIONAL REFERENCES

Reference available upon request

DECLARATION

I Rakubu Dimakatso Emmanuel I assure that the above information furnished by me is true and correct to the best of my knowledge, skills and experiences. I hope that the above mentioned particulars will meet your requirement and if given a chance to prove myself, I assure you that I will do the best to fulfill company's objective.