



CURRICULUM VITAE OF

THABANG

PETER

MALEKA

Thabang Peter Maleka

Logistics Clerk

64 11 Avenue, Selborne, Alexandra ,2090
peterlekwapa@gmail.com
071 299 7485/060 373 2217

EXPERIENCE

01 May 2023

Logistics Clerk
Merit Medical SA
Lanseria, Johannesburg

- Coordination and Communication
- Inventory Management: Monitoring inventory levels, organizing stock, and sometimes being involved in inventory audits
- Scheduling and Tracking Shipments: Organizing the shipment of goods, scheduling pickups and deliveries, and tracking shipments to ensure they arrive on time
- Problem-Solving: Dealing with any issues that arise during the shipping process, such as delays, lost shipments, or damaged goods.

10 January 2019 - 14 December 2020

General Security Practice
Access Control
Musket Security Technologies

Risk Assessment: Identifying potential security threats and vulnerabilities, conducting security assessments, and recommending or implementing measures to mitigate risks.

Incident Response: Responding to alarms and emergencies, such as burglaries, fires, or medical emergencies, and taking appropriate action based on the situation.

Law and Policy Enforcement.

20 June 2021 - 6 December 2022

Work Force Staffing Agent
Gamefinity

- Warehouse assistant
- Following safety guidelines and procedures to prevent injuries and accidents in the workplace is crucial.

- Checking shipment contents against invoices or orders, and verifying that items are undamaged.
- Packaging
- Receiving and Dispatch

EDUCATION

- Highest Grade passed Grade 12
- General Security Practice
- Short courses attended
- Computer Literacy
- Modules : Microsoft Word and Excel
- Ms Outlook and Power Point

OBJECTIVE


"Highly organized and detail-oriented professional with over a years of experience in logistics coordination, inventory management, and supply chain operations. Seeking to leverage my expertise in efficient logistics planning, data entry accuracy, and proactive problem-solving as a Logistics Clerk at Merit Medical. Eager to contribute to the optimization of your logistics processes, ensuring timely delivery and customer satisfaction, while continuously seeking ways to improve efficiency and reduce costs."

REFERENCES


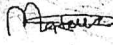
Mr Mansoer **Facilitator (076 456 5065) - Mustek**
10 January 2019


Sello Jackson **Gamefinity Supervisor - Sterkinekor (079 660 5768)**
2020-2022

Enock Mokwena **Supervisor (067 411 7122) - Merit Medical**
2023

 **REPUBLIC OF SOUTH AFRICA**
NATIONAL IDENTITY CARD

Surname:
MALEKA
Names:
THABANG PETER
Sex:
M
Nationality:
RSA
Identity Number:
9703106377088
Date of Birth:
10 MAR 1997
Country of Birth:
RSA
Status:
CITIZEN


Signature:




Conditions: Date of Issue:
06 MAY 2021

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Department of Home Affairs in terms of the
Identification Act, Act 68 of 1997

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For enquiry or verification purposes contact 0000 60 11 90

114835920





PHOTOKENNIS / SIGNATURE

7232011
RANK





REPUBLIC OF SOUTH AFRICA

National Senior Certificate

Awarded to

THABANG PETER MALEKA

Identity number 9703106377088

Exam number 7180343050027

Subject

Sepedi Home Language
English First Additional Language
Life Orientation
Civil Technology (Construction)
Engineering Graphics and Design
Technical Sciences

%

62

51

65

64

49

36

Achievement

level

5

4

5

5

3

2

*

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

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With effect from July 2019

M. S. LAKHANI
Chief Executive Officer

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General and Further Education and Training
South Africa

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(See reverse for more information)

Etech Varsity The Institute of Higher Education & Training *Certificate*

Business and Office Administration 1

Awarded to

Thabang Peter Maleka

ID.No 9703106377088

*For Successfully Attending Business and Office Administration 1
Short Skills Training Programme*

Modules Completed. Admin

- Telephone Skills
- The Filing Systems
- Front Office Duties
- The Role and Function of the Secretary
- Administrative Duties
- Creating Professional Documents
- Recording Management Systems

Modules Completed. IT.

- Intro to Computing, Typing
- The Windows Operating System Microsoft Excel, Microsoft Word, Microsoft Outlook
- Working with Internet and email




Etech Varsity
The Institute of Higher Education & Training

Reg.2017/185353/07



ICB
ACCREDITED BUSINESS
QUALIFICATIONS

Acc#301133

Certificate Number: BOA116052019205

Signature

16 May 2018

Date issued
Executive Director

Designation

DRIVING LICENCE
LAESSENSE YA QO OTLELA
CARTÃO DE CONDUÇÃO

SADO SOUTH AFRICA

TP MALEKA

ID No: 02/9703106377088 MALE
 Birth/Matshwari: 10/03/1997ZA Restr./Kgao: 0
 Lic No./No. Les: 00520009WH02 No: 1
 Valid/Validite: 01/07/2021 - 30/06/2026
 Issued/Tilgatsitshwe: ZA
 Code/Khoutu: C1
 Veh Restr./Kgaoletso ya vehemakwa: 0
 First Issue/Tilgiso ya pele: 25/10/2020

[Signature]

2023-01-15
 ALBERTA

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 FORCE NUMBER

NAAM IN DRUKSKRIJF
 NAME IN PRINT

[Signature]

DRIVER RESTRICTIONS		PROP. CATEGORIES		VEHICLE RESTRICTIONS	
0 None 1 Glasses / Contact lenses 2 Artificial limbs		P Passengers G Goods D Dangerous goods		0 None 1 Automatic transmission 2 Electrically powered 3 Physically disabled 4 Bus > 16000 kg (GVW) permitted	
A		A1	< 125 cc		
B			OVM ≤ 3500 kg		
C1			OVM ≤ 750 kg		
C			OVM ≤ 16000 kg		
EB		EC1			
EC		EC			

[Fingerprint]



YES
4YOUTH
.CO.ZA

Certificate of Completion

This is to certify that

Thabang Maleka

(ID: 9703106377088)

Has successfully completed the Youth Employment
Service quality work experience programme.



01 May 2024

Date

A handwritten signature in black ink, appearing to read 'Ravi Naidoo'.

Ravi Naidoo
Chief Executive Officer

YES is a business-led collaboration with government and labour.
Company Registration: 2017/267641/08 | www.yes4youth.co.za



CERTIFICATE OF COMPLETION

This is to certify that

Thabang Peter Maleka

with ID number 970310 6377 088

successfully completed the:

2023 YES4Youth internship program

1 May 2023 – 30 April 2024

Organisation: Merit Medical South Africa (Pty) Ltd



A handwritten signature in black ink, appearing to read 'Scott de Oliveira'.

Scott de Oliveira
Vice President, SSA

A handwritten signature in black ink, appearing to read 'Shelize Kritzing'.

Shelize Kritzing
Business Support Specialist