

Ntsako Makhubele

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11/1 Meetsimatshididi



Ga-Mothba

Polokwane

0726

Driver's License



Career Objective

[Experienced Senior Storeperson with a strong background in procurement and supply chain management. Skilled in warehouse operations, SAP inventory systems, and compliance with OHS standards. Proven ability to streamline receiving, storage, and issuing processes while ensuring accuracy, safety, and timely delivery of materials]



Skills / Strengths

- Inventory management and stock control (SAP)
- Warehouse operations: receiving, storage, issuing
- Quality control and preservation of materials
- Operation of forklifts, cranes, and handling equipment
- Attention to detail and accuracy in documentation
- Stock control and reconciliation
- Strong knowledge of OHS Act and safety compliance
- Documentation accuracy and administrative control
- Problem-solving and proactive decision-making
- Team leadership, coaching, and mentoring



Experience

2023-03-01 –2024-03-01

Storeperson

ESKOM HOLDINGS SOC LIMITED

- Received and inspected stock/non-stock materials, ensuring compliance with purchase orders and quality standards.
- Processed SAP transactions within 24 hours, maintaining accurate records and traceability.
- Coordinated storage functions, applying FIFO/LIFO principles and conducting cycle counts to minimize discrepancies.
- Issued materials to end-users, ensuring proper documentation, staging, and timely dispatch.
- Conducted preservation activities, including packaging and shelf-life monitoring of stock items.
- Operated forklifts, cranes, and other handling equipment to ensure safe material movement.
- Maintained compliance with OHS regulations, promoting safe stacking, housekeeping, and hazard control
- Supported administrative functions by filing, reconciling, and monitoring outstanding warehouse documents.
- Collaborated with procurement managers, warehouse supervisors, and end-users to resolve discrepancies and improve service delivery.

Date start - Date end

Position (Store Man)

Laduma Hardware

- *[was helping with stock count and on hand deliveries with a Forklift]*
- *[Ensuring the store and workplace is always clean]*



Education

Year of completion

Level of Education, Institution

Year of completion 2021

- National Senior Certificate (Grade 12)
Institution: [RAMATHOPE HIGH SCHOOL]
City: Polokwane



Training and Certifications

[2023-02-2]

YES4Youth Work Readiness Training

- **2022-2023** – YES4Youth Work Readiness Training as a SNR STORE PERSON •
- Self-Motivation
- Workplace Communication
- Time Management
- Professional Ethics
- Team Collaboration
- **Other Certifications**
- Forklift Operation License
- Overhead Crane Operation License
- Telelogger Operation License
- Warehouse Skills Program – Eskom Internal Course



References

Name	Company	Contact Details
Mr Noah Mohlala	ESKOM HOLDINGS SOC LIMITED (RDC Supervisor)	mohlalkn@eskom.co.za/ 0832872384
Mrs Kgwebane Phumza	ESKOM HOLDINGS SOC LIMITED (Snr Store Person)	014 736 9522