

THEMBINKOSI SELEPE

0660754776 | selepethembinkosi3@gmail.com | 516A Phathudi Street, Meadowlands Zone 2

PROFESSIONAL PROFILE

Detail-oriented and adaptable professional with experience in customer service, sales, cashiering, and restaurant service. Skilled in engaging customers, processing transactions accurately, handling enquiries, and supporting team operations in fast-paced environments. A strong communicator and quick learner who is committed to delivering excellent service and contributing positively to team success.

CAREER OBJECTIVE

Seeking a customer service, sales, cashier, retail, or general work position where I can apply my communication, problem-solving, teamwork, and customer-service skills while contributing to the organisation's goals and operational efficiency.

PROFESSIONAL EXPERIENCE

CASHIER | Prime Meat, Randburg

September 2025 – January 2026

- Processed customer transactions accurately and efficiently, including cash, credit, and gift-card payments.
- Provided friendly customer service, responded to enquiries, and assisted with resolving customer issues.
- Maintained a clean and organised checkout area while following company policies and procedures.
- Assisted with inventory and restocking duties when required.

SALES AGENT | AK Mobile, Johannesburg

May 2024 – November 2025

- Generated leads and built customer relationships to support sales growth.
- Presented product features and benefits clearly to prospective customers.
- Handled customer enquiries and supported customers throughout the buying process.
- Used upselling and follow-up techniques to consistently work toward and exceed sales targets.

WAITRESS | Golden Peacock Restaurant, Johannesburg

February 2023 – April 2024

- Provided customer service by taking orders, serving food and beverages, and responding to guest enquiries.
- Maintained cleanliness and organisation of dining areas.
- Assisted with training new staff and worked closely with kitchen staff to support timely meal delivery.
- Handled customer payments and responded professionally to customer feedback.

EDUCATION

ABET Level 4 | Mafole Adult Center

February 2022 – December 2022

Completed ABET Level 4 studies, developing practical skills in problem-solving, teamwork, critical thinking, and service-oriented work.

KEY SKILLS

Communication	Customer Service	Teamwork	Problem-Solving
Leadership	Sales & Upselling	Cash Handling	Customer Enquiries

LANGUAGES

English • isiZulu • Sepedi • Sesotho

REFERENCES

Mr Zulu — Supervisor, AK Mobile | 06218906429

Mr Dean — Former Boss, Golden Peacock Restaurant | 0714674329