

Thembinkosi Kubheka

Educator's Assistant, Casino Host And General Assistant

+27837717286

thembinkosik072@gmail.com

737 Kuluse Lane, Mofolo Central, Soweto

To work in an environment that encourages me to succeed and grow professionally where I can utilize my skills and knowledge appropriately. I believe that I can be an asset to your company as I am looking for growth as an individual and I believe I can achieve that through hard work, dedication, and discipline. I seek a challenging environment where I can fully use my skills for the success of the company.

WORK EXPERIENCE

K&S Auto

02/2016 - 11/2018

General Assistant

Supported senior mechanics with parts delivery and tool preparation. Assisted with inventory management and stock replenishment. Maintained a clean and organized workshop environment. Coordinated with team members to ensure efficient daily operations. Dealing with clients on a day-to-day basis, handling their inquiries.

Gold Reef Casino

06/2019 - 10/2021

Casino Host

Greeting and welcoming high-stakes players, providing personalized service, and addressing player needs. Offering complimentary amenities like rooms, food, and drinks. Arranging special events or promotions, managing player accounts, and credit lines. Keeping players informed about casino happenings.

Shalom-manne P.S

02/2023 - 08/2024

Educator's Assistant

Assisting teachers with basic things so they can have more time teaching. Preparing classroom materials, helping students with assignments, and monitoring students during classroom activities. Responsible for tasks like grading papers, taking attendance, and supervising recess.

Mondeor Investments Motors

11/2024 - 01/2026

Assistant Sales Consultant

Greeting customers and understanding their needs, Recommending products or services that suit the customer. Answering customer questions and resolving basic complaints. Keeping the store clean, organized, and visually appealing. Meeting individual or team sales targets. Promoting special offers, promotions, or loyalty programs. Assisting with stock counts, receiving deliveries, and inventory management. Completing administrative tasks such as sales reports or customer records when required.

EDUCATION

National Senior Certificate

01/2009 - 11/2013

Ingula High

Human Resource Management

02/2014 - 07/2016

Jeppe College

AWARDS / ACHIEVEMENTS

PYEI Orientation Course

04/2023

School Safety Management

SKILLS

Digital Literacy Skill

Internet Safety Training

Customer Service Excellence

Stock Replenishment & Inventory Control

Communication & Interpersonal Skills

National School Safety Framework
Implementation

School Safety Management

07/2023

Computer Literacy



Target-Driven Performance



REFERENCE

Mrs Netsianda

Acting Principal

Shalom-manne P.S

+27608169925

Mrs Fortunate

Supervisor

K&S Auto

0833289249

Miss N Komane

Supervisor

Gold Reef Casino

0836850748

K Naidoo

Manager

Mondeor Investments

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