

Tshwarelo Maboreketla

E-mail address: tshwarelo2014@gmail.com, Cell No: +27 665514182

Profile & Career Objective: I thrive in a position that is innovative, dynamic and challenging, preferably in an environment that will complement my interest and skills in Information Communications Technologies and Higher Education - especially around Coding/Mobile App Development and Computer Technician.

Home address 201 Chester Court
140 Jan Smuts Ave
Parkwood
Johannesburg
2193

Gender Male

Marital status Single

Nationality South African

Languages English, Sepedi, Zulu, Setswana, Sesotho

Drivers License Code 10 (PDP)

Skills and Objectives Excellent interpersonal skills, Team orientated,
Sound communication skills, problem solving, numeric skills.
Computer Literate.

Academic qualifications

Full Stack Development, FNB App Academy 2025

Outcomes:

- App Strategies | GitHub and Collaboration |Build an App with | HTML(SDLC) |Principles of UX design + Basic Layouts + | Transitions |Design Thinking |API's + Data Input + Processing | |User Centric App Development |Data Management and | Analysis |Business Development |Backend Development Intro |Backend Development (Build an API) |AI in Development | Business Funding |Marketing your App Business

Mobile App Development, Boston City Campus 2024

Subjects:

Systems Development 1 (Java)
Android App Development

Outcomes:

- Apply the basic principles and procedures of coding/programming in Java.
- Demonstrate an understanding of the general development principles of Android apps.

Tshwarelo Maboreketla

E-mail address: tshwarelo2014@gmail.com, Cell No: +27 665514182

Computer Technician A+, Boston City Campus 2022

Modules:

Computer Technician
Windows
Principles of Customer Service

Outcomes:

- Ability to operate effectively in the workplace using Windows.
- Ability to install, troubleshoot and repair a desktop computer.
- Ability to install, troubleshoot and repair a standard operating system.
- Ability to use and configure Windows 10.

Northwood High School, Matric 2013

Subjects: Sepedi Home Language, English first additional language, Life Orientation, Business Studies, Economics, Tourism

Work Experience

Job Title : **Multi Skilled Employee**
Company : Ster-Kinekor Theatres Pty Ltd , Rosebank
Period : 01 October 2024 – Current.

Key Responsibilities:

The incumbent will be responsible to work as Cashier at Box Office Sales/Catering Sales or Collections, Cinema Assistant, Waiter, Poppers or any other cinema function as requested by a supervisor

Duties:

- Maintain up to date knowledge of products offered by Ster-Kinekor as well as promotional/marketing activities to enable to upsell to our guests
- Ensure presentation standards are adhered to (age restrictions displayed, synopsis file updated, posters are neat and updated, F&B and Products displays, disclaimers updated and visible)
- Prepare Popcorn, Slush, etc., according to quality standards set and inform on all deviations on quality standards
- Assist in shift preparation in area where required
- Manage the quality and integrity of Ster-Kinekor products to ensure that guest experiences is not compromised
- Must be presentable eat all times
- Conduct yourself as a respectable SKT employee at all times as your

Tshwarelo Maboreketla

E-mail address: tshwarelo2014@gmail.com, Cell No: +27 665514182

actions reflect back on the reputation of the company

- Maintain cleanliness of the kitchen, all kitchen equipment and surrounding areas, including counter areas
- Ensure that storerooms are within standards set, and fumigation takes place when required
- Ensure prepared products are properly sealed, packaged and stored
- Ensure that all H&S reports are submitted according to the required schedules
- Ensure that the correct uniform and preparation standards are adhered to at all times to ensure your safety and that of others around you

Job Title : **Data capturer**
Company : Pretoria High Court
Period : 01 September 2023 - 31 December 2023

Duties:

- Data capturing: Preparation, compilation, sorting and capturing of data.
- Reporting: Timely collation and submission of reports.
- Administration: Adherence to HR, finance, administration and procurement policies and procedures.

Job Title : **Shop Assistant / Cashier**
Company : Clicks Group Limited
Period : 01 December 2021 – April 2023

Duties:

- To efficiently execute all operational activities at the point of sale in a timely and efficient manner.
- To maintain high levels of accuracy when scanning merchandise and collecting payment for goods purchased, including actioning clubcard rewards.
- To ensure the safe handling of cash at all times.
- To proactively promote the Clicks' clubcard and to enroll new clubcard members in order to achieve the clubcard participation targets.
- To make customers aware of promotions in order to positively affect sales and to ensure customers "feel good and pay less".
- To deliver superior customer service by acting as a brand ambassador, being visible and offering a friendly and professional service.

Tshwarelo Maboreketla

E-mail address: tshwarelo2014@gmail.com, Cell No: +27 665514182

- To efficiently execute and maintain all merchandising and general housekeeping duties according to store and visual merchandise standards.
- To support the Group's vision to be the customer's first choice health and beauty retailer by living and driving the company values.
- To maintain updated knowledge on products, ranges, promotions and events in order to provide the correct information to customers at all times.

Job Title : **Retail Assistant**
Company : HospiceWits
Period : 24 May 2017 - 31 May 2019

Duties:

- Paying special attention to being friendly, helpful, welcoming to customers, donors and volunteers.
- Dealing with customers in a professional and caring manner
- Addressing customer complaints and concerns
- In the absence of the Store Manager to step in and relieve if requested to do so and take on those duties.
- Assisting the Store Manager with planning and implementing sales & specials
- Changing of displays weekly
- Stock well-presented
- Shop laid out to make best use of space
- All stock priced and adequately displayed
- Ensuring rotation of old / new stock
- Ensuring correct cash up procedures are followed
- Signing of banking sheets on completion of cashing up
- Report any discrepancies on till immediately to the Store Manager or Finance Administrator
- Prevent theft or fraud relating to the float and daily takings
- Make volunteers feel welcome and part of the team
- Delegate tasks to volunteers when necessary
- To achieve budgeted sales target daily/weekly/monthly.
- To attend weekly meetings as required by management.
- To ensure you have a name badge at and adhere to uniform dress code all times.

References

Name : Sandi
Position : Manager/Supervisor
Company : **Pretoria High Court**
Cell : 061 491 5182

Tshwarelo Maboreketla

E-mail address: tshwarelo2014@gmail.com, Cell No: +27 665514182

Mrs. Ntungu
Company : **Clicks Cedar Square mall Fourways**
Position : Store Manager
Tel: 011 467 7374
Cell: 079 233 3185

Mr. X Ncube
Company : **Northwood High School**
Position : Educator
Tel: 012 321 6893
Cell: 072 695 0787

Name : Mrs Vickie Moore
Position : Manager
Company : **HospiceWits**
Cell : 0662312800