

PERSONAL DETAILS OF A.NGOBENI

Full Name	Albert Ngobeni
Age	38
Identity Number	8108055992088
Passport number	A04225878 (Expiry date 29/06/2024)
Gender	Male
Marital	status Single (with three dependents)
Date of Birth	05 August 1981
Nationality	South African
Home Language	XiTsonga (Shangaan)
Other Languages	Sesotho, isiZulu, Swati and English
Health	Excellent
Drivers license	Code 10(C1)
Other	Forklift code F2A (capacity 0-5ton) Competency certificate
Present Occupation	Unemployed
Address	2458 Esemé Street Ramaphosa Boksburg 1459
Telephone number/cell	082 666 0593 / 074 842 2570
Email Address	albertngobeni124@gmail.com

1. ACADEMIC DETAILS

2.1 Schooling	Kufakwezwe High School
Year:	2001
Certificate	Grade 12 certificate (Matric)
Subject passed:	XiTsonga HG Afrikaans HG English HG Geography HG Agricultural Science SG

2.2 TERTIARY EDUCATION

College	Boston City Campus and Business College (Germiston)
Year	01/02/2014 to 30/06/2015
Subjects passed	General Office Practice (complete) Introduction to PC (complete) Keyboarding (complete) Business English (complete) Windows (complete) Word processing (complete) Spreadsheets (awaiting results) Typing Development (complete) Keyboarding-Numeracy (complete)
Institution	Germiston training center
Grade Passed	Basic manual metal arc welding & basic gas metal arc welding (C02).
Period	20 January 2013-08 March 2013 Year Obtained 2013
Institution	Job Training Security
Grade Passed	Response Security Officer
Period	One week
Year obtained	2014

EMPLOYMENT HISTORY

Company Name	Bibi Cash & Carry
Position	Receiving clerk, Merchandiser and forklift operator
Job Description	Pick/Pack and inspecting deliveries to ensure that they match orders and Invoice criteria. Receiving and signing for deliveries. Performing stringent Quality checks to ensure packaging is not damaged or expired before receiving. Loading and offloading of deliveries by means of forklift. Processing returns for incorrect or unsatisfactory items and report to the supervisor. Organize, Label and package received items in appropriate areas. Conduct stock tacking and stock rotation. Conduct forklift pre-trip inspections prior to the start of each shift using the inspection checklist. Ensure that the forklift is operated and maintained in optimal condition. Adhere to health, safety and environmental standard.
Duration	03 February 2003 to 30 December 2007
Reason for leaving	Resigned
Company name	Jeff Dyer Wildlife services
Position Held	Control room operator
Job Description	Monitoring and record all communication from all sites acting as a link between management and the sites in case of emergencies. Maintain CCTV, Alarms, Telephonic and radio systems. Recording details in the OB as appropriate. Report all incidents to direct managers and managing site patrols from the control room using the base radio for Communication and computer for internet to check the clocking results/patrols every time the security officers finish patrolling/clocking.
Duration	01 January 2008 to 30 September 2009
Reason for leaving	Retrenched. (Company closed)
Company name	Van Wyks Electrical cc
Position Held	Powder coater/spray painter and Guillotine operator
Job Description	cleaning of jobs before painting them. Loading and offloading of jobs on the Trolleys. Making sure the job is well painted and doing re-coat where Necessary. Cleaning of the spray booth every color change. Cutting metal sheets of all sizes including Aluminum and Stainless steel. Making sure that the sizes are accurate (Cutting using the manual blade cutting Machine i.e. Guillotine machine). Checking the square of the sheet and doing housekeeping every shift. Helping with assembling of electrical panels. General housekeeping and hygiene.
Duration	26 June 2012 to 03 September 2014
Reason for leaving	Contract expired. (End of contract)
Company Name	Rockwell diamonds Inc.
Position Held	Fleet tracking controller
Job Description	Monitoring of vehicle through online tracking using GPs gadgets and Mix-telematics. Liaising with drivers and machine operators. Checking The availability of fleet. Attending briefing and debriefing session every shift. Ensure efficient vehicle, machine utilization and vehicles monitoring. Compile and submit incident reports relating to vehicle utilization, maintenance and tracking. Eliminating risk by identifying permanent mechanical problems. Checking NO GO areas and abuse of company vehicles. Coordination of emergency response, procedures and first responding to distressing Urgent calls. Recording the number of loads per shift and calculating the EDT's and ETA's. Communicating all irregularities to authorized managers telephonic and over the radio. Completing the OB for daily reports.
Duration	15September 2015 to 31 September 2017
Reason for leaving	Retrenched (company liquidated)

Company	Acrow racking and shelving
Position Held	Powder coater/spray painter
Job description	Ensure that the spray booth is clean before production starts. Preparing and washing of steel parts. Jigging and hanging of steel parts for cleaning and painting. Operating a powder coating gas oven. Ensure that shelves and racks are well painted. Assisting with offloading of steel parts from the moving chain/belt to keep production in progress and no stopping of the line during Production. Conduct general housekeeping at the end of the shift.
Duration	(24/10/2017. 02/12/2017)(06/08/2018.30/11/ 2018)(03/06/2019.18/09/2019)
Reason for leaving	End of contract (Temps)

4. Objectives and Personal Profile

I'm confident, honest, energetic, disciplined with a good work ethic; I can adapt to changing Circumstances, new ideas and change initiatives. I can work with Other People, I can work without any supervision and I can work under Pressure, ability to work independently. I'm willing to be part of A Dynamic institution where my great interest and hard work will lead to Success.

5. Other Activities and Interest Reading: I belong to a book and am a vivid reader Computers: I am computer literate.

6. Referees

The following have agreed to act as my referees

Patrick Mbokoma Tel:	Supervisor (Van vyks electrical) 011 740 1238/ 082 696 9295)
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Zabion Zemva Tel:	Rockwell Diamonds inc/ Melger engineering fleet control supervisor 082 823 1305/ 011 660 1682
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Arthur Collins Tel:	Supervisor (Acrow racking and shelving) 011 824 1527
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