

Bennet Nkolele

PERSONAL INFORMATION

Date of Birth: 29 March 1999

Nationality: South African

Gender: Male

Race: Black African

Home Language: Tsonga

CONTACT DETAILS

Contacts: +27 81 090 3232

Email: bennet.nkolele1998@gmail.com

LANGUAGES

- English
- Tsonga
- Zulu

CAREER SUMMARY

Enthusiastic volunteer with years of service in community outreach initiatives (FLC-JHB -2019). Smart and capable with a compassionate heart. Highly organized with dedication to achievement. Energetic volunteer offering outstanding social media, administrative and interpersonal skills. Outgoing person providing help to Non-profit organisations with daily tasks and needs, also friendly and helpful when assisting employees and visitors requesting service. Driven by cause to work diligently to accomplish measurable impact.

EDUCATION

- Bachelor Of Arts in Digital Arts (Witwatersrand)
- Matrix (Grade 12) - Ephes Mamkeli Secondary School (2017)

Other Certificates

- Debate Certificate (Grade 7)

Skills

- MS Office
- MS Word
- Excel
- SQL
- JavaScript
- CSS
- HTML
- 3D Modelling
- Logo Design
- Problem solving skills
- Management skills: leadership, conflict resolution
- Interpersonal skills: individual and team oriented

PROFESSIONAL EXPERIENCE & POSITIONS HELD

Voluntary work | First Love Church Johannesburg (FLC-JHB, 2021 – Present, Weekends)

- Greeting visitors, answering questions and assisting with individual needs or requests
- Plan and deliver numerous activities and special events for programs and services
- Assist with special events or programs
- Provide immediate responses to questions from the people
- Meet with other volunteers and program leaders to discuss new service opportunities
- Engage in community outreach to aid program and mission
- Use strong interpersonal communication skills to convey information to others
- Work with the Media Team

Voluntary work | Faculty of best Advisory

- To Encourage The Culture Of Reading
- To Facilitate Access To Higher Education And Training
- To Improve Retention, Success, And Completion In Higher Education And Training.
- To Encourage Academic Excellence In Basic Education And Higher Education
- To Groom Future Ethical Leaders And Entrepreneurs

Work Experience

1. Construction work | Glendwood Hospital (1st March 2020 – 23rd March 2020)
2. Assistant Building Ambassador | Dakalo Student Courts (17th January 2022 – 28th February 2022)
3. Transcriptionist | Rev.com (October 2021 – Present)

REFERENCES

Construction work | Glenwood Hospital
 Name: Sithole
 Position: Construction Manager
 Relationship: My Employer
 Cell: +27 73 811 7795

Building assistant ambassador

Name: Murunwa

Position: Administrator

Relationship: Employer

Cell: +27 64 310 7078

Faculty of best Advisory

Name: Mafule Moswane

Position: Founder

Relationship: My leader

Cell: +27 78 601 3387

First Love church Johannesburg

Name: Tali Tshikhovhokhovho Position: Geologist

Relationship: Pastor

Cell: 072 238 6658