**Paulos Mubi Nkosi**

D.O.B: 14 July 1983

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**CAREER OBJECTIVES**

Experienced professional with invaluable experience of Control Room Operation, safety and security management along with implementing and improving agreed project methodologies and procedures.

**EDUCATION AND PROFESSIONAL QUALIFICATIONS**

**HAVTECH COLLEGE (JOHANNESBURG)**

* Certificate in Contact Centre Skills
* Certificate in Contact Centre Work Readiness
* Certificate in Call Centre Trainee Consultant Training
* Certificate in Global Tele-marketing Services

**Metropolitan High School (Johannesburg)**

* Matriculant

**Ram Courier Education Support**

* NQF 1(AET 4) in Human and Social Science
* NQF 1(AET4) in Life Orientation
* NQF 1(AET 4) in Small medium and micro enterprise
* NQF 1( AET 4) in Technology

**WORK EXPERIENCE**

**Nando’s - Back Griller** (January 2006 – December 2006)

**Responsibilities:**

* Back Grilling
* Back Office stores daily stock updating.
* Catering for Functions.
* General Customer Services.
* Training for junior employees.

**Blaigorie Spar –Baker** (January 2007 – August 2007)

**Responsibilities:**

* Baking of cakes - (Chocolate , lemon , meringue , pecan nut pie , caramel tarts and deserts )
* Back Office stores daily stock updating.
* General Customer Services.
* Catering for Functions.

**Usha Seajam Art Gallery –Art Project Coordinator ( September 2007 –January 2008)**

**Responsibilities**

* Designing and production of art.
* Project management.
* Purchasing and supplying.
* Conducting of art exhibition seminars.

**RAM HAND TO HAND COURIERS S.A.- Centurion Hub (Dec 2008 – Jan 2015)**

**Collections & Radio Operator**

**Control Room Operator - (Private Security Industrial Regulation Authority- Grade C )**

**Responsibility**:

**Local Delivery Vehicles :**

* Long Distance Vehicles / Township Vehicles + Trip Replays / Satellite Monitoring /Send Radio Communications for the day / Reports ( Incidents/ Air pre alert &Confirmation , Accidents , Radio Communication List ) / CCTV / Registers / Vault
* Corporate Vehicles + Trip Replays / Monitoring / Radio Communications / Reports ( Incidents , Accidents , Radio Communication List ) / CCTV / Registers / Vault
* Retail Vehicles + Trip Replays / Monitoring / Radio Communications / Reports ( Incidents , Accidents , Radio Communication List ) / CCTV / Registers / Vault
* Early Bird Vehicles / Collections / Extra Runs + Trip Replays / Monitoring / Radio Communications / Reports ( Incidents , Accidents ,

**Bulk / High Value / Escort & Surveillance Vehicles :**

* Bulk & High Value Vehicles / Escorts & Surveillance Vehicles + Trip Replays / Monitoring / Radio Communications / Reports ( Incidents , Accidents , Radio Communication List , Panic Test , Risk Report ) / CCTV

**Nightshift**

**Local Delivery Vehicles :**

* Monitor and radio remaining local delivery vehicles / Send final Radio Communication list. And Incident reports

**Bulk / High Value / Escort & Surveillance Vehicles :**

* Monitor and radio remaining Cell-C / Vodacom / Bulk & High value vehicles / Escorts / Surveillance & Route risk assessors vehicles. Send Complete  Bulk pre alerts / Confirmations / Bulk communication list & Bulk reports. And incident report

**Line Haul & Escort vehicles :**

* Monitor and Radio Pretoria to Isando Line Haul trucks / Line Haul monitoring list / Monitor Cameras and Radio Communication with Warehouse and Guardhouse
* Nightshift deployment / Line Haul pre-alerts & Confirmation. Incident Reports / Line Haul delay reports / Line Haul report / Supervisors report

**Skills**

* General Computer Skills - Microsoft Word, Windows 98, 2000, XP, XP Professional, internet, typing
* Driving - Code C1 Drivers License
* Experience in music conducting, production and vocals. Marimba, keyboard, guitar, drums, drama, piano, bass guitar, sound engineering and live performances

**PROFESSIONAL REFERENCES:**

**Amanda Parker** **- Director of Operations/ Internal Verifier**

**Phone: +27 11 720 7736 / 86 077 7736**

**Khaya Nyoni – Manager - (Spar Randburg)**

**Cell: + 27 72 581 5934**

**Adolf Davids – BRANCH MANAGER**

**Phone: + 27 12 687 9212**

**Dan Kutumela – SECURITY MANAGER**

**Phone: + 27 12 687 9218**