

# KEREN CHELSEA BRUCE

02 Salome Street Eastridge Mitchell's Plain 7785  
+27649678020 | kerenchelseabruce@gmail.com

## PERSONAL DETAILS

- Date of Birth : 31/12/1999
- Marital Status : Single
- Nationality : South African
- Gender : Female

## EDUCATION

- **Altron Bytes People's Solutions**  
2021 - 2022  
AWS Certified Cloud Practitioner Learnership  
Passed
- **False Bay TVET College**  
2021  
Business Management (N4)  
Passed
- **Cape Skills Development Centre**  
2020  
Office Administration Short Course  
Passed
- **Mondale High School**  
2017  
National Senior Certificate (Matric)  
Bachelor's Pass

## EXPERIENCE

- **Game Canal Walk**

*15/11/2019 - 31/12/2019*

Cashier / Gift-wrapper

- Promoted positive customer service .
- Ensured that all transactions are accurately recorded and calculated on the customer's till slip .
- Ensured that the products recorded and sold are of excellent condition .
- Packed the products into grocery bags , which are also sold at the store .
- Ensured that all products left behind at the till station are returned to their shelf / section in the store .
- Calculated , recorded and cashed in the amount of money accumulated at my till station after every shift .
- Ensured that the cash float for my till station is accurate and adequate for the shift ahead .
- Provided any information the customers might need .
- Wrapped products as gifts in a cost-friendly , timely and presentable manner .
- Ensured the validity of the products to be wrapped .
- Priced the service rendered according to the length of wrapping material used .
- Accurately recorded and monitored each transaction in the Gift Wrapping Journal .
- Calculated , recorded and cashed in the amount of money accumulated at the gift-wrapping table after every shift .
- Improved the profitability and public image of the business .

- **Empire Promotions**

*26 January 2018 - 15 April 2018*

Promoter

- Promoted newly released beverages to the public .
- Provided tasting samples in order to receive feedback .
- Improved the profitability and public image of the companies associated with the products .
- Improved the profitability and public image of the business hosting the tasting event .
- Obtained and assessed helpful feedback from consumers in a respectful manner .
- Conducted market research to determine the impact the product has on consumers and the environment .
- Ensured that the equipment and stock are handled with care .

## SKILLS

- Organisational skills
- Computer literate
- Problem solving
- Decision making
- Flexibility / adaptability
- Customer service orientation
- Communication skills
- Skills development

## OBJECTIVE

To work in an environment which encourages me to succeed and grow professionally where I can utilize my skills and knowledge appropriately.

## ACHIEVEMENTS & AWARDS

- Mondale High School • Grade 12 (2017) - 2nd Highest Achiever for English Home Language • Grade 9 (2014) - 2nd Highest Achiever for English Home Language

## REFERENCE

- **Chantel Carelse - Williams - "Altron Bytes People's Solutions"**  
AWS Internship Liaison  
carelse.cl15@gmail.com  
+27 81 497 5420
- **Mariam Murat - "False Bay TVET College"**  
Management Communication Lecturer  
+27 73 285 7052
- **Shereen Organsie - "Cape Skills Development Centre"**  
Secretary / Administrative clerk  
+2781 321 2678