

## VICTOR CAROCINHO

<b>Occupation</b>	<b>Sales Store Assistant</b>
<b>Age</b>	20
<b>Gender</b>	Male
<b>Nationality</b>	South African
<b>Ethnic Group</b>	Coloured
<b>Language</b>	English, Portuguese
<b>Next Career Move</b>	A position in Information systems
<b>Desired job location</b>	Locally
<b>Availability</b>	Immediate

### Contact Details

<b>Cell phone</b>	+27 (0) 79 138 3924
<b>Email</b>	<a href="mailto:vitinho.viro@gmail.com">vitinho.viro@gmail.com</a>
<b>Residential Location</b>	Bezuidenhout Valley, Johannesburg, Gauteng, South Africa

### Education

2008  
Bedfordview High School  
**Grade 12 (Matric)**

### Professional Courses / Training

2009	<ul style="list-style-type: none"> <li>• <b>Independent Network Partner</b></li> <li>• <b>Promotion of Baltron Insurance Cover Assertion</b></li> <li>• <b>Promotion of Baltron Exclusive Buying Club-Utron Plus</b></li> </ul>	Baltron (Pty) Sunning Hill
2008	<ul style="list-style-type: none"> <li>• <b>Basic Web Design Course</b></li> </ul>	CTI Educational Group

### Intention to study further

- Intend to study IT Engineering in the near future at CTI Educational Group or a course in IT Engineering / Information Systems within the next 2 years

### Computer Skills

- Microsoft Office (Word, Excel, PowerPoint)

### Career History

**1. NOV 2011 – FEB 2012**

**Look & Listen / Jive City (Germiston)**

#### SALES STORE ASSISTANT

##### Responsibilities

- Creating and processing sales.
- Approaching customers to help with their requirements.
- Maintaining stock order.
- Keeping customers informed.
- Merchandise.
- Cashier.

##### Achievements

- Reaching target.
- Upselling.

##### Reason for leaving

- Contract expired.

<b>2.</b>	<b>FEB 2011 - JUL 2011</b>
<b>Taxi Rank Meat Market</b>	
<b>CASHIER</b>	
<b>Responsibilities</b>	
<ul style="list-style-type: none"> <li>• End of day shift: cash declaration.</li> <li>• Creating and processing sales.</li> <li>• Performing a survey on which products are bought the most.</li> <li>• Controlling the products for the sale counter.</li> <li>• Merchandise.</li> <li>• Stock handling.</li> </ul>	
<b>Reason for leaving</b>	
<ul style="list-style-type: none"> <li>• To pursue studies.</li> </ul>	

<b>3.</b>	<b>AUG 2010 – JAN 2011</b>
<b>Look &amp; Listen / Jive City (Southgate Mall)</b>	
<b>CASHIER</b>	
<b>Responsibilities</b>	
<ul style="list-style-type: none"> <li>• Reporting to the Manager for cash declaration.</li> <li>• Maintaining stock order.</li> <li>• Creating and processing sales.</li> <li>• Assisting &amp; informing customers.</li> <li>• Making sure that the store is clean and tidy.</li> <li>• Counting stock.</li> <li>• Searching for stock on PC.</li> <li>• Contacting other branches for stock.</li> <li>• Merchandise.</li> </ul>	
<b>Achievements</b>	
<ul style="list-style-type: none"> <li>• Reaching target.</li> </ul>	
<b>Reason for leaving</b>	
<ul style="list-style-type: none"> <li>• Contract expired.</li> </ul>	

#### Career History: Previous Positions

<b>4.</b>	<b>CASHIER</b> Taxi Rank Meat Market Feb 2011 - Jul 2011 <i>*Reason for leaving: To improve Matric results</i>
<b>5.</b>	<b>SALES STORE ASSISTANCE</b> Look & Listen Nov 2011 - Feb 2012 <i>*Reason for leaving: End of contract</i>
<b>6.</b>	<b>CASHIER</b> Look & Listen Aug 2010 - Jan 2011 <i>*Reason for leaving: End of contract</i>

#### Professional Strengths

- Well motivated, hardworking and confident.
- Able to work in a team and alone.
- Complete tasks to the best of my ability.
- Strive to go the extra mile when tackling any task and perform it in the best manner.
- Able to handle change and adapt to new situations.
- Able to interact with people within a company.
- Able to present to a large audience.
- Establish good working relationships.

#### References

<b>Gabriel Vierra</b> Operating Manager	Taxi Rank Meat Market	+27 (0) 11 725 2936
<b>Kofi Samabia</b> Operating Manager	Look & Listen (Southgate Mall)	+27 (0) 83 983 1256
<b>Gilbert Ramafemo</b> Operating Manager	Look & Listen (Sales Store)	+27 (0) 83 370 6167