

Paulos Mubi Nkosi

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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