

# PALESA MDLULI

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061 469 7344

4581 One Heart Street, Evaton West, 1984



## Professional Summary

I am a highly motivated and competitive individual. I have proven this in my work and personal life. I continue to exceed any and all personal goals set for myself. I believe in measuring performance by results and I am positive that I have the personality that makes for both a successful employee and team player.



## Work Experience

### Timeline Radio (Johannesburg)

Nov 2020 - Dec 2022

Presenter

- Introduced streamlined system for music libraries and media files
- Educated listeners about breaking news and led regular station news announcements
- Gathered audience feedback and peer suggestions to consistently improve presentation content and delivery methods
- Offered Commentary on music, local politics and other matters.
- Provided commentary during sporting events, parades and conventions.

### Ditlamelo Benefits Consulting (Johannesburg)

Jun 2020 - Oct 2022

Provident fund Specialist

- Exceeded customer satisfaction by finding creative solutions to problems.
- Recognized by management for providing exceptional customer service.
- Planned and Completed group projects, working smoothly with others.
- Assisted with customer requests and answered questions to improve satisfaction.
- Promoted high customer satisfaction by resolving problems with knowledgeable and friendly service.
- Assisted clients with claiming under 37C

### Inakekelo FM Radio (Siyabuswa)

May 2019 - Apr 2020

Radio presenter

- Planned shows by selecting music and topics and writing content.
- Introduced fresh and news angles on previously material to update and inform listeners.
- Read news flashes to inform audiences of important events.
- Used proper elocution and articulation to deliver news and features stories during broadcasts.
- Shared public service announcement, music information and upcoming events with audiences.
- Interviewed show guests about lives, work or topics of current interest.
- Built relationship with sponsors to promote endorsements.
- Helped increase active listener audience by posting updates on station's social media pages.
- Educated listeners about breaking news and led regular station news announcements.

## **PicknPay(Johannesburg)**

*Dec 2017 - Oct 2018*

### **Merchandiser**

- Examined stock to verify conformance to qualify Specifications and took pride in n products being Distributed.
- Created retail displays to highlight particular product and drive sales according to corporate strategy.
- Printed labels and tags for-sale merchande.
- Kept work area clean,neat and organized for optimal productivity and worker safety.
- Placed price and descriptive signage to enhance display and promote items.
- Scanned shelves and product cases for expired stock to o discard outdated items.



## **Education**

### **Red Cross Facility and Training (Evaton)**

*Completed 2017*

Comprehensive Commercial Counseling

HIV and AIDS/TB/STIs , Grief/ relationship /couples counseling , Preparing station / blood collection finger prick and quality assurance , communication/ conflict management and problem solving.

### **Poelano Secondary School (Evaton)**

*Completed 2017*

National Senior Certificate



## **Skills**

- Written and verbal communication skills.
- Customer service.
- Multitasking and prioritizing.
- Dependability.
- Familiarity with Microsoft Office.
- Problem-solving.
- Attention to detail.
- Ability to work under pressure.



## **References**

### **Siyabonga Skosana - "Inakekelo Fm"**

Station Manager

083 926 6445

### **Lunga Masete - "Ditlamelo "**

Manager

012 880 1057