



Unathi Lutshiti

Curriculum Vitae (CV)

What job i'm looking for? My positive points

My areas of interest are:

Clothing Store Manager, Department Manager, Trainee Manager, Office Admin, Receiving Manager and Administrative Assistant.

My positive points are :

Willingness to learn

Excellent team player

Work very well on my own

Fast Learner

Hard worker

Good Communication skills in English and Xhosa

Good Administration skills

Customer service – have good customer service

Preferred occupation

Retail manager

Retail, store jobs

Government jobs

Government jobs

Administrators

Administrative jobs

Store Manager

Retail, store jobs

Preferred work location

Cape Town

Western Cape

Northern Suburbs

Western Cape

Contacts and general information about me

Day of birth

1988-05-10 (37 years old)

Gender

Male

Residential location

Cape Town

Western Cape

Telephone number

Information is available only for registered users.

[Sign in](#)

Email address

Information is available only for registered users.

[Sign in](#)**Work experience**

Working period	nuo 2018.01 iki dabar
Company name	Pick n Pay
You were working at:	Retail manager
Occupation	Clothing Manager
What you did at this job position?	<p>Customer Journey: • Customer centric approach • Ensuring customer service standards are rigorously applied • Attending to all customer service requests, advertising on product and services. • Ensure that VM standards are adhered to and execution of all plans and promotions. People Management: (Assist Store Manager with functions) • Manage all people related aspects on an ongoing basis for staff. • Able to deal with employee shortcomings if/when needed. • Assist with recruitment on a store level according to company policy and procedures. • Assist with Identify training and Development initiatives for employees. • Assist with performance management - focus on talent management and succession planning. • Able to lead and manage a team of employees. • Assist with identify training initiatives and develop staff accordingly. Daily Operations/Stock Management/Risk Management: • Conducting administration (staff scheduling & leave, pricing head office instructions etc) per company standards and procedures • Ensuring merchandise is merchandised & displayed per company policy • Monitoring quality and controlling soilage of merchandise and taking appropriate action • Controlling shrinkage • Ensure that OHS standards are adhered to at all times Sales/Promotions: • Promoting sales to achieve budgets and monitoring sales, turnover and participation. • Conducting promotions • Implementation of markdowns and RTC's</p>

Education

Educational period	nuo 2006.01 iki 2006.12
Degree	Grade 12 / Matric
Educational institution	Gugulethu Comprehensive High
Educational qualification	Grade 12

Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent
isiXhosa	fluent	fluent	fluent

Computer knowledge

Microsoft windows 7, Microsoft Excel, Microsoft PowerPoint, Microsoft Office, Internet and Email, Pastel, QuickBooks

Additional information

Driver licenses B Light Vehicle ≤ 3,500kg
Driver license from 2021-12-00 (4 years)
Salary you wish R20000.00 R per month
How much do you earn now R17000.00 R per month