Kagiso Mokoena

Mbombela, Mpumalanga
[Your cell number]
[Your email address]

PERSONAL STATEMENT

Reliable fast-food crew member with experience in counter service, basic food prep and cleaning routines. Fast and accurate on the till, with a calm approach during peak times. Available for rotating shifts including weekends and public holidays.

KEY SKILLS

- Counter service and order taking
- Drive-thru support (packing, handing over, checking items)
- Cash and card payments, correct change
- Food prep (portioning, assembling items, packing orders)
- Cleaning routines: surfaces, floors, bins, equipment
- Hygiene and food safety habits (handwashing, gloves, neat station)
- Teamwork and communication with kitchen and front counter
- Works well under pressure and time targets

WORK EXPERIENCE

Crew Member (Part-time)
[Fast food outlet / takeaway], Mbombela
[Month Year] – [Month Year]

- Took customer orders, repeated back key items and processed payments to keep the queue moving.
- Helped with food prep and packing, checking items before handover to reduce order mistakes.
- Kept work area clean: wiped surfaces, swept/mopped floors and followed end-of-shift cleaning checklists.
- Supported the team during busy periods by switching between counter, packing and cleaning as needed.

General Assistant (Casual)
[Retail/Spaza/Market stall], Mbombela
[Month Year] – [Month Year]

- Helped customers, packed shelves and kept the store tidy.
- Handled basic cash payments and reported issues to the supervisor.

EDUCATION

National Senior Certificate (Matric)

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[School name], [Town]
Completed: [Year]

CERTIFICATES

- [Any short course e.g. Food handling / First aid / Customer service] – [Provider], [Year]

REFERENCES

[Name] – [Role], [Company]
[Cell number]

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[Cell number]

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