

# CURRICULUM VITAE: ANDILE MAKAPANE

## OBJECTIVE

I am BCom in Supply Chain Management graduate seeking an internship position that will allow me to apply my academic knowledge in a real-world setting, develop practical skills under the guidance of mentors and effectively contribute to continuous improvement and industry-leading practices.

## PERSONAL DATA

Surname: Makapane  
First Names: Andile, Nomhle  
Nationality: South African  
Languages: English, Ndebele, Zulu, Sotho  
Contact Number: 084-324-1752  
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## EDUCATIONAL QUALIFICATIONS

### Tertiary Qualification

I. Qualification: BCom Supply in Chain Management  
Institution: Regent Business School - Johannesburg  
Year: 2022 -2024

### II. Professional Development Course

- Certificate: Environmental, Social and Governance (ESG) – August - Sep 2024 by Grant Thornton

### High School Education

School attended: Willowridge High School  
Highest standard passed: Grade 12  
Subjects: English, Afrikaans, History, Mathematics, Physical Science, Business Studies, Life Orientation  
Leadership roles: Debate

## EMPLOYMENT HISTORY

**Name of Company:** Tsweu Lifestyle Cafe

Address: Mamelodi West

Period: Nov to Dec 2023

Type of Firm: Restaurant

Position: Waitress

Main job functions:

- Greet and escort customers
- Present menu and provide information
- Preparing tables, silverware as well as glasses

**Name of Company:** Banzi Projects and Trading

Address: Mamelodi

Period: April 2019 to Current (Part-Time)

Type of Firm: Events Coordination/Catering

Position: Waitress/Cook

Main job functions:

- Present menu and provide detailed information when asked.
- Greet and Escort customers.
- Assist with events coordination.
- Taking customers' orders and delivering food.
- Prepare tables by setting up linens, silverware, and glasses.
- Stock Ordering

## SKILLS

- Detail-orientated with the ability to manage multiple tasks efficiently.
- Excellent verbal and written communication skills.
- Proficient in Microsoft Excel and Microsoft Word.
- Collaborative, able to work in a team to achieve a common goal.
- Adaptability, able to grasp new, complex information and adapt to changing priorities.
- Eagerness and commitment to learning and professional growth.

### References:

1. Phindile Mahlangu – Events Coordinator

Banzi Trading and Projects

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2. Sibusiso Ntuli – Former Human Resources Manager

Tsweu Lifestyle Cafe

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