[Your Full Name]

[Town/Suburb, Province]
[Cell number] · [yourname@email.com]
Licence: [None / Code 10 / Code 14]
Availability: [Immediately / 2 weeks' notice]

PROFILE

Reliable and hardworking general worker with experience in cleaning, loading and unloading, basic maintenance and supporting teams to meet daily targets. Known for good timekeeping, following instructions and working safely. Comfortable with physical work and early shifts, and quick to learn new tasks.

KEY SKILLS

- Loading, unloading, packing and moving stock and materials
- Cleaning floors, toilets and offices; waste removal; basic hygiene standards
- Basic maintenance: sweeping, painting prep, minor repairs, yard work
- Hand tools: broom, mop, wheelbarrow, spade, rake; basic power tool awareness
- Following checklists, instructions and safety rules (PPE)
- Teamwork, respectful communication, helping customers when needed
- Physically fit; able to stand for long periods and lift safely

WORK EXPERIENCE

General Worker (Casual / Piece Jobs) – [Area/Town]
[Month Year] – Present

- Supported households and small businesses with cleaning, yard work, painting prep and moving items.
- Loaded and unloaded materials (sand, bricks, stock) and kept work areas tidy and safe.
- Followed instructions from supervisors and clients; finished tasks on time and asked questions when unsure.
- Handled tools carefully and returned equipment clean and stored correctly.

Volunteer / Community Worker – [Organisation, school, church or project], [Area]
[Month Year] – [Month Year]

- Set up venues, carried chairs and tables, cleaned after events and helped with crowd flow.
- Worked with a team to prepare and pack items such as [food parcels / donations / uniforms].
- Followed hygiene and safety instructions and reported problems to the coordinator.

Home and Family Responsibilities (optional) – [Area]
[Year] – [Year]

- Maintained the yard, cleaned, washed and ran family errands on a regular schedule.

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- Managed my time, followed a routine and completed tasks without supervision.

EDUCATION

[Highest grade passed, e.g. Grade 12 / Matric] – [School Name], [Town]
[Year]

Subjects (optional): [e.g. English, Maths Literacy]

CERTIFICATES

- [First Aid Level 1 / Health and Safety / Firefighting / Working at Heights] – [Provider], [Year]
- [Forklift licence] – [Provider], [Year]

LANGUAGES

- [isiZulu / Xitsonga / English / Afrikaans] – [Basic / Good / Fluent]

REFERENCES

[Name Surname] – [Role or relationship], [Company/Organisation]
[Cell number]

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[Cell number]

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