

Nolubabalo Tyabule

Contact No.: 063 804 1446

Email: babalwatyabule8@gmail.com

Location: Kaalfontein, Midrand, Gauteng, South Africa

LinkedIn: <http://linkedin.com/in/babalwa-tyabule-02162a21b>

Work Experience

Hungry Lion

Full Time All Star - June 2024 - Present

- Delivering excellent customer service by greeting customers, taking orders, processing payments, and resolving minor issues.
- Assisting with food preparations while ensuring hygiene, safety, and portion standards were met.
- Supporting store operations through cleaning, restocking, and stock rotations.
- Working collaborative with team members, covering multiple stations and following supervisor instructions to maintain efficient service.

Department of Education

Teacher Assistant - November 2020 - June 2022

- Assists teachers with preparing and organising classroom activities and materials.
 - Managing classroom behaviour and supporting a conducive learning environment.
 - Maintaining and updating learner records, attendance registers, and documentation.
 - Performing administrative tasks including filing, photocopying, and distributing materials.
 - Supporting learners with guidance, including those needing extra help or special attention.
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Education

Ingwe TVET College

Human Resources Management - 2023

- Personnel Management (Hiring, Induction, Staff records, Performance Management)
- Personnel Training (Planning and Implementing Staff Training, Skills Development)
- Labour Relations (Dealing with unions, employment law, negotiations worker rights)
- Management Communication (Report writing, oral communication, and workplace communication)
- Computer Practice (Basic/Computer Skills relevant to HR tasks (Software, Data handling))
- Entrepreneurship and Business Management (Understanding business environment, policies, HR units)

Toleni High School

Grade 12 (Matric) - 2018

- IsiXhosa (Home Language)
- English (First Additional Language)
- Mathematics
- Life Orientation
- Geography
- Life Sciences
- Physical Sciences

Core Skills

- Ms Office (Word, Excel, PowerPoint, Access, Outlook)
- Attention to details
- Excellent Communication Skills
- Community Engagement
- Good Leadership Skills

