Richard Gwati

Front-End Engineer
Johannesburg, SA

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Experience:

Front Desk Assistant at Pelerin Technologies, November 2022 - January 2024

Performed **computer maintenance** tasks, ensuring smooth operation of systems and addressing technical issues promptly.

Provided **customer assistance**, including troubleshooting IT-related problems and offering solutions tailored to user needs.

Managed **printing and scanning** services, ensuring accurate and timely delivery of documents.

Handled **payments**, maintaining accurate records and providing receipts to customers.

Assisted in **network management**, monitoring connectivity and addressing performance issues.

Supported **cybersecurity** initiatives by maintaining security protocols and addressing vulnerabilities.

Oversaw **inventory management** of IT supplies and office equipment, ensuring stock availability.

Reported technical and operational **issues** to relevant departments for swift resolution.

Delivered excellent **customer service**, fostering a positive experience for clients and visitors.

Assistant at Tichaona's Trading & Projects, January 2021 - November 2021

Provided **administrative support** by managing schedules, coordinating meetings, and ensuring smooth office operations.

Organized and maintained **document management systems**, ensuring accurate filing and quick retrieval of information.

Performed **data entry and record-keeping** tasks, maintaining detailed and accurate records for operational needs.

Prepared and processed **invoices and billing**, ensuring timely and accurate financial transactions.

Ensured **health and safety compliance** by adhering to company policies and regulatory standards, promoting a safe working environment.

Skills:

Languages: JavaScript (ES6), TypeScript, HTML, Java, Css,

Frameworks and libraries: React JS, Next JS, Astro), React (Router, Redux), Three.js, Storybook, Tailwind CSS, Prisma, React Native Technologies: Node.JS, Express.JS, MongoDB, MySQL, AJAX, REST API,

Tools: Vite, Webpack

Education:

ALX | Software Engineering, Engineering Programme with specialization in Backend 2023 - 2024
Cambridge, Massachusetts, CS50 Introduction to Computer Science, 2021
Ebenezer Maranatha Institution, Grade 12, 2019