15 Durmonte Crescent

Gordons Bay

7140

Position applied for: Maintenance Manager

A Professional individual with 28 years’ experience in the Industrial Electrical/mechanical and refrigeration in a factory and or building maintenance.

I would like to utilize my experience, skills and knowledge as a maintenance manager and or planner to the very best of my ability and help my employer to reach their production goals or projects as quickly and as cost effectively as possible.

Working long working hours is no problem for me as I am not a clock watcher and always willing to go the extra mile. I strongly believe in communication as well as accurate, safe and neat work whether I am working in a team or as an individual. And if need be I am not afraid to roll up my sleeves to jump in helping out on breakdowns.

I am more than willing to relocate with or without financial assistance.

Furthermore, I list my skills as:

* Microsoft Office Suite ( Intermediate)
* Excellent Leadership Skills (Advanced)
* Good Interpersonal Skills ( Intermediate)
* Excellent Problem-Solving Skills (Advanced)
* Good Ability to Develop People (Advanced)
* Excellent Time Management Skills (Advanced)
* Excellent Teamwork Skills (Advanced)
* Good Adaptability (Advanced)
* Excellent Stress Management (Advanced)

I trust this will receive your favourable consideration and look forward to your positive response.

Kind regards

**Hendrik Botha**

**071 177 7740**

**CURRICULUM VITAE**

**Hendrik Christiaan Johannes Botha**

**(Known as Stiaan)**



**PERSONAL INFORMATION**

Name **Hendrik Christiaan Johannes Botha**

Known as **Hendrik**

Address 15 Durmonte Crescent, Gordons Bay, 7150

Contact Details 071 177 7740

E-Mail jpglobal@tiscali.co.za

Date of Birth 1970-02-05

Identity Number 7002055013089

Nationality South African

Language Ability Afrikaans and English

Marital Status Married

Health Excellent

Drivers Licence Code B, own reliable transport

Availability Immediate

**ACADEMIC QUALIFICATIONS**

**SECONDARY EDUCATION**

1988 Matric, H.T.S. P.W. BOTHA

1991-2004 WP College Maitland

1993 Transnet

2003 Technisa

**TERITARY EDUCATION**

**N6 Diploma Electrical Engineering**

Electro-technics N6

Mathematics N6

Industrial Electronics N6

Digital Electronics N6

Engineering Science N4

Supervisory Management N4

SABS 0142 installation rules

Registered at the ECBSA as an Installation electrician 3 phase

**SPECIAL INTERESTS:** Marathon runner. Nature walking. Wood working. Reading.

**EMPLOYMENT HISTORY**

Company & Period **Goosebumps**  01 July 2012 – 25 January 2021

Industry Food Distribution

Position Maintenance Manager

Reason for leaving Personal

Summary of duties

* BRC (British Consortium Corporation) accreditation audit. 3 years’ experience with more than 80% pass rate.
* Overseeing compliancy with the FSA (Food safety audit).
* Appointment to the Operations Team.
* Appointment to the Food Safety and HACCP team
* Appointment to the health and safety team.
* Appointment to be one of the company representative members to the collective bargaining council for union (increases and general queries of the union).
* Report directly to the Ops Director on a daily basis with a monthly report on all expenses for the month.
* Plan, budget and execute new projects or upgrades on equipment.
* Asset management of all equipment, buildings and vehicles.
* Disciplinary hearings as a chairman and appointment.
* Implemented remotely monitoring systems to control and monitor all generators, over 60 cold/freezer room temperatures, solar system, newly Nitro-gen fire system in the freezer, new ammonia freezer controls and critical line production machines for engineers to login into the machine and help with fault finding.
* Liaising with all sub-contractors on equipment and building repairs and negotiating of contracts and prices with outside vendors for execution of maintenance work.
* Management, coaching and mentoring of the workshop staff. (Three electricians, one fitter, one welder, 3 general workers, one storeman and admin lady).
* Manage and execute the yearly factory shutdown.
* Factory Audit preparation.
* Done Internal auditing of BRC system
* Maintenance of all mechanical, electrical equipment and building maintenance.
* Preparation and control the maintenance.
* Preventative maintenance, breakdowns, and buildings.
* Ensuring compliance with the safety aspects on machinery mechanical /electrical, environmental regulations at the workplace, general administrative regulations, general safety regulations as per the OSHACT.
* All administrative duties (discipline, leave management, mentoring and training needs).
* Identify all routine maintenance as well as repairs on breakdowns.
* Ensure mechanical, electrical, pneumatic, hydraulic and all types of PLC’s maintenance work been carried out successfully.
* Assist with breakdowns when needed on Rondo pastry line, Rondo cromaster, Koenig breadline, all types of mixers, Rondo sheeters, Comas Tartomatic, Rheon dough extruder, metal detectors, 20m travelling oven, Macadam trolley ovens and aerators.
* Factory designs and new lay outs on CAD (only line diagrams).

Company & Period Electrical & Cooling Solutions 01 January 2007 – 30 June 2012

Industry Refrigeration

Position Owner and Senior Electrician

Reason for leaving closed business

Summary of duties

* Building of electrical control boards (Client Frigopol). Coldex.
* Building and installing various cold/freezer room in South Africa, Zimbabwe, Namibia and Nigeria.
* Service and repair to cooling towers.
* The building of control systems for water treatment plants.
* Site management on projects.
* Project planning which includes working out the estimate amount of material needed and ordering of such material.

Company & Period Helderberg Refrigeration 01 April 2004 – 01 April 2007

Industry Refrigeration

Position Senior Refrigeration Electrician

Reason for leaving Retrenched

Summary of duties

* Maintenance and repairs to all types of refrigerated rooms.
* (Fruit, flowers, freezer rooms, de-greening rooms ext.)
* The designing and building off all electrical panels for the Spar Chain group.
* The maintenance of chill water systems.
* The repairs and service of all cooling towers.
* The general maintenance of electrical operated heating circuits to big commercial buildings (current valve operating).
* The up grading of standby by generators. Installing of fruit packing lines (electrical).
* Planning and buying of all material needed for the relevant jobs.
* Designing and drawing of electrical systems on CAD.
* Electrical constructions of various government buildings.

Company & Period Court Fabrics (Paarl) 01 October 1997 – 01 April 2004

Industry Textile

Position  Senior Electrician, Assistant Maintenance Manager

and Maintenance Manager.

Reason for leaving Learner ship Project ended

Summary of duties

* General maintenance to textile machines (Dornier weaving machines, Hacoba Wrappers, jacquard machines, stenter material heating chamber, thiel, gusken).
* The installation of all new machines to the factory.
* Upgrading of all machines (DC/AC drives & PLC).
* Upgrading to building maintenance to all critical air-conditioning systems. (Inspection Lab and weaving shed).
* High voltage substation maintenance and switching (11kV).
* Standby duty after hours.
* Incident Investigator to the factory.
* I was assigned as the 'Responsible Person' of the factory at the Department of Labor.
* The writing of planned maintenance schedules for electrical and mechanical maintenance to machines in the factory.
* The issuing of such maintenance schedules on a weekly and monthly basis to the relevant mechanical and electrical personnel.
* Will build a history of all breakdowns and maintenance to all machines and will discuss all machines at an annual management meeting.
* The writing of the TS 16949 quality procedures (mechanical, electrical and all calibrating of critical equipment).
* To assist with all audits (SABS, DELTA, TOYOTA, VOLKSWAGEN, TS, QS and ISO).
* To issue unique asset numbers to all machines and equipment.
* Problem solving with top management to ensure that all machines operate as best as possible to their capability.
* Contact overseas suppliers if problems occur with machine (Germany. Italy and America).
* Do the budgeting of the maintenance department.
* Approval of all buying.
* Disciplinary action to personnel where necessary.
* General safety in the factory.

Company & Period Transnet 01 February 1989 – 01 October 1997

Industry Rail transport Port management Logistics

Pipeline management

Position Technical Assistant Electrician.

Reason for leaving Better working environment and conditions. More responsibilities.

Summary of duties

* Technical instructions and advice to colleagues and subordinates
* Delegation of tasks to technical personnel and control of completed tasks.
* Quality checks on completed work done by sub-contractors.
* Disciplinary action to personnel where necessary
* General administration and buying of materials and supplies.
* Identification of suppliers and obtaining quotations for upgrading of projects.

**NOTABLE ACHIEVEMENTS**

* I was appointed at the department of labour as the competent person (GMR 2(1) for the factory (Electricity power to site was 2,25MVA with two 11KV transformers, 3 x 500Kva generators and 248Kwp solar system)
* I implemented remotely monitoring systems to control and monitor all generators, over 60 cold/freezer room temperatures, solar system, newly Nitro-gen fire system in the freezer, new ammonia freezer controls and critical line production machines for engineers to login into the machine and help with fault finding.
* I have successfully completed a R40 million 1200 pallet holding freezer with the state of the art fire protection and automated racking system within the time frame and budget. And a lot of smaller projects from R10 000 to R500 000.
* I have successfully implemented a planned maintenance program that complies to FSA and BRC version 8 accreditation

**REFERENCES**

Company name: Goosebumps (2012 to 2021)

Referee: Mr. Leon Myburgh: Production Director

Contact number: 083 627 2020

Company name: Goosebumps (2012 to 2021)

Referee: Mr. Pierre Grobbelaar: Production factory manager

Contact number: 084 604 7330

Company name: Coolbaker (2012 to 2021)

Referee: Mr. Kim Pietersen: Factory manager

Contact number: 084 561 4195

Company name: Helderberg Ref-Air-Elect. (2004 to 2007)

Referee: Mr. Kobus Botha: Owner

Contact number: 072 029 3164

Company name: Court Fabric (1997 to 2004)

Referee: Mr. Kees Beijers: Production Director

Contact number: 083 276 4330

Company name: Transnet (Metro Rail) (1989 to 1997)

Referee: Mr. Kevin Bodenham: Department Supervisor

Contact number: 021- 507 2969 (office hours)