

# **CORNELIS ALWIJN JANSEN**

## **PERSONAL RESUME**

**OCTOBER 2013**

Surname	Jansen
Names	Cornelis Alwijn (Neels)
Identity Number	650920 5004 08 2
Home Address	349 Retief Avenue Lyttelton Manor Ext. 1 Centurion, Pretoria 0157
Postal Address	Same As Above
Telephone	(Cell) 073 499 3483 (Home) 012 664 0603
Private E-mail:	neelsalidajansen@telkomsa.net
Sex	Male
Age	48
Date of Birth	20 September 1965
Place of Birth	Pretoria
Nationality	RSA
Religion	Christian
Home Language	Afrikaans
Other Languages	English (Fluent) German (Poor)
Marital Status	Married
Dependants	Wife: - Alida Jansen Son: - Pieter (19 Years Old) Son: - Japie (17 Years Old)
Health	Excellent
Own Transport	Yes
Driver's License	Code 02, 08
Military Service	2 Years Completed (Pro Patria Medal for Border Duty)

## **Qualifications**

Last School Attended	Higher Agricultural School, Genl. Koos De La Rey Sannieshof, Western Transvaal (1982 – 1983)
Highest Standard Passed	Standard 10 (Grade 12)
Subjects Passed	Afrikaans, English, Mathematics, Science, Agriculture and Practical Agriculture
Leadership	Head Cheerleader for High School School Prefect for Primary School

## **Higher Qualifications**

Technical College	Technical College Pretoria West
N3 National Certificate	Passed 1 <sup>st</sup> Class – 01/12/1986
Subjects Passed	Fitting and Turning Theory Mathematics ( <b>With Distinction</b> ) Engineers Drawings Engineers Science
N4 National Certificate	Passed – 01/12/1987
Subjects Passed	Engineers Science Mechanical Drawings and Design Mechanotechniques Mathematics

## **Technical Training**

Tool, Jig and Die Maker	Training received at S.A. Transport Services (Koedoespoort) Qualified at Olifantsfontein, on 30 August 1988
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## **Other Training**

Henry Hollard and Associates	“How to be a Complainant in a Disciplinary Enquiry”
Pyramid Risk Training Services	Incident & Accident Investigation Course
“Pro – Edu Training”	Forklift (F01) and Pallet Truck (R05) License
S.A. Transport Services	Safety Representative Course (NOSA) Productivity Course (In-house Leadership Training Course)

## **Computer Training**

New Horizons Computer - Learning Centre	MS Word Beginning V.6.0 MS Excel Beginning V.5 MS Excel Intermediate V.5
Delmas Engineering	MRP2 System on an IBM AS300 Computer
N.F. Die Casting (Pty) Ltd	SAP (Practical Experience by using SAP)
Leadwave Solutions	SAP Basic Navigation Training Course
BASF – Glasurit	Profit Manager Pro
Brooklyn Auto Lab	TMS – Teamwork Management System
Le Carbone SA (Pty) Ltd	J.D. Edwards MRP System on an IBM AS400 Computer

## **Employment History**

### **Latest Employment**

Name of Company	BROOKLYN AUTO LAB 35 Gembok Street, Koedoespoort Industrial, Pretoria
Type of Company	Panel beating & Spray painting of Motorcars and LDV's
Position in Company	Branch Manager
Job Description	<p>As Branch Manager I had to achieve the following goals and objectives: I had to manage and control staff reporting to me, and in doing so ensured increased profitability, better cost management, efficiency and productivity of the business. I familiarised myself with the production processes and procedures to ensure efficiency and profitability. I managed daily, weekly and monthly targets and ensured that it was achieved which included the booking in of vehicles in order to achieve the correct mix of work and even flow in and out of the workshop on a daily basis, and achieving daily targets for costing's and invoicing. I ensured that the following KPA's were achieved on an on-going basis: Dissatisfied customers on K&amp;A Smart reporting not to exceed 5%. Outsurance awesome scores were not to be less than industry average. Outsurance Good scores not to be less than 85%. I made sure we achieved 115% of the Sales Budget. I ensured that our cost of sales was not more than 47% of Sales, and I made sure that our operating expenditure was not more than 43% of sales. Overtime had to be not more than 1.5% of Sales. Paint costs had to be not more than 4% of Sales. Consumable costs were not to exceed 2.5% of Sales, and Net Profit had to be 10% or more of Sales. I had to ensure people management and development commensurate of a senior member of staff using the principle of "Lead by Example" and treating staff with dignity and respect. I also had to participate and contribute at meetings, especially at all different levels which included Executive Committee meetings. As branch manager I had to identify and put in place action plans to address or improve problem areas with regards to especially our quality of work, turnaround times, client complaints, profitability and so forth. I had to ensure full implementation and proper maintenance of Occupational Health, Safety and Environmental requirements as prescribed by Law. I had to ensure adherence and compliance regarding instructions and recommendations made by the Group Health &amp; Safety Officer. I had to personally report back to the RGT Smart organisation, giving feedback of how each and every customer complaint was handled and his/her problems sorted out. In order to achieve this, I had to personally phone each client which lodged a complaint with the organisation, find out from them what exactly was the extent of their complaint, and then come up with an amicable solution in order to make the client happy, which would then motivate them to change their CSI response from a negative response to a positive response.</p>
Reason for leaving	I reached the end of the duration of my probation contract, and left as a direct result of extremely bad company politics and backstabbing.
Duration of Employment	01 July 2013 to 04 October 2013.
Reference	Mr Donovan Soobramoney (Director) 082 940 7886 Mr Johan Breedts (HR & Management Information) 083 327 1599

## **Previous Employment**

Name of Company	HENDERSON SLIDING DOOR GEAR (Pty) Ltd 62 Hereford Drive, Longmeadow West, Modderfontein, Edenvale
Type of Company	Manufacturing Sliding Door Gear and Accessories for Folding/Sliding/Stacking doors. Tarpaulin systems, including M/V track & Accessories
Position in Company	Production Manager & H.R. Manager & Buyer
Job Description	<p>As Production Manager I have to promote compliance of all processes to requirements of ISO 9001/2001 and TS 16949 Quality Management Systems. I have to build and maintain a good relationship with the Customer. I have to manage all product realization activities which include new projects and engineering changes. I have to maintain and seek to continuously improve efficiency of manufacturing processes, tooling and equipment. I have to initiate and maintain Quality Assurance measures like problem solving techniques, continuous improvement, SPC, gauge control, traceability and much more. I also have to ensure regular appraisal of processes and products e.g. audits, measurement reports, inspections etc.</p> <p>As H.R. Manager I do the effective Management of a current staff compliment of 153 Employees. I manage the Production Personnel in all aspects of Production, Human Resources, Safety, Quality Control, Skills-development Training, Multi-Skilling and Tasking, Buying, Stock Control and Employment Equity. I do the liaising with the Training Seta's, and Public Relations with the Unions. I handle all Dept. of Labour inspections, and assure all non-conformances are immediately rectified. I have introduced and recently implemented a complete Employment Equity Plan into the Company, together with simultaneously doing our BBBEE rating and Certification.</p> <p>However, some of my other main duties are the following:</p> <p>I did annual local purchases of our raw materials to the amount of +/- R14500000.00 per year. I also determine the daily Production schedule, set production targets, plus ensure that all these targets are achieved. I also determine the extent of backorders and late deliveries, and then work through it by identifying problems and working around bottleneck areas in order to get production back onto schedule. I plan the next two month's production in advance, and ensure all the raw material orders for the said production have been placed. I plan the phasing out of current buy-outs, and introduce in-house manufacturing thereof. I determine the minimum and maximum stock levels of raw materials, and also our stock carrying capacity of semi finished goods in our component stores. I evaluate our production capacities at all times, and advise the Board of Directors on requirements to buy more and/or new machines where needed.</p> <p>Improvements already brought on by me by doing it, was the buying of four Cam-auto's, eight CNC-Lathes, two other 5-axis CNC-Lathes with milling attachments and two injection moulding machines, resulting in taking 80% of previous buy-outs away from suppliers.</p>
Reason for wanting to leave	Looking for work with better perks and remuneration as well as better promotional opportunities, in order to build up for a better pension.
Duration of Employment	01 August 2002 to 30 June 2013.
Reference	Mr Des Rudman (Technical Director) 082 802 0580

## **Previous Employment**

Name of Company	Le Carbone SA (Pty) Ltd Corner of Commando and Wright Streets Industria West, Johannesburg
Type of Company	Manufacturing Motorcar brushes, and Industrial traction motor brushes Also Brush holder bodies, Heat exchangers, and all High Temperature Application products, made from Carbon and Graphite
Position in Company	High Temperature Factory Manager
Job Description	<p>I managed the production personnel (20 employees), though my active participation in recruitment, employee development, performance – management, and providing effective motivation and leadership. Setting of production targets and making sure it was achieved as well as doing daily timekeeping, and enforcing discipline.</p> <p>Co-ordinating the Factory safety working procedures, and reported all work-related accidents.</p> <p>I did planning by maintaining buildings and premises, and established a maintenance program for all machinery. I developed a plant history register and proposed and kept work drawings and plans of the plant, premises and machinery. I consulted with the company MD regarding major overhauls during shutdowns, prolonged stoppages, and major breakdowns. I also allocated plans for handling of call-outs, and other emergencies. Obviously the daily, weekly and monthly production plan was also done by me, in order to achieve monthly sales targets. Budgeting was done by me, doing overall control of the departmental costing. Recording all engineering jobs, hours worked and materials used, as well as interpreting costing results and variance reports, as per Head office standards. I compiled annual maintenance and repair, and fixed cost budgets for engineering and production. I supervised stocktaking in technical, tool and material stores. I also implemented and monitored a computer driven maintenance system.</p> <p>I submitted capital expenditure proposals on installations, and instituted the installation of approved plant or equipment, then liaised with the accounts department on allocation of new asset installations. In general I served on the Safety Committee, and as well as on the Employment Equity Committee. I attended board meetings and made suggestions to improve production. I did the buying of tools needed for production and maintenance. I still wrote programs and set the machines for my operators, where problems were experienced with difficult jobs. I was 100% responsible for Quality control, and the writing of works and setting instructions, as well as maintaining all the Company quality systems in the factory.</p>
Reason for Leaving	No future promotional prospects, plus excellent offer from Henderson's
Duration of Employment	20 July 1998 to 31 July 2002
Reference	Mr John Gorrell (QA Manager) 011 -474 0000

### **Previous Employment**

Name of Company	Coral Engineering and Tune-Up Centre CC 54 Palm Avenue, Kempton Park
Type of Company	Tool and Die Making plus general repairs to motorcars.
Position in Company	Director / Manager / Owner
Job Description	Sub contracting labour to other related engineering companies. Motorcar mechanical repairs, customising & V8 conversions. Tool jig and die making, general engineering, as well as customer relations.
Reason for Leaving	It was not financially viable running my own business.

### **Previous Employment**

Name of Company	N.F. Die Casting (Pty) Ltd 3 Botha Street, Alrode, Alberton
Type of Company	Manufacturing alloy wheels for Motorcars and Ldv's
Position in Company	Technical Process Engineer
Job Description	Process development by: Designing and manufacturing of fixtures and accessories Evaluating and improving on process tooling and methods Controlling and running production of ISIR samples Implementing new process in conjunction with machining departments Process maintenance by: Evaluating/replacing non-conforming and worn fixtures and accessories Evaluating and improving process methods Updating process documentation when necessary Ensuring production team is working according to VDA6 standards Production assistance by: Trouble shooting, analysing and rectifying process problems Providing informal training of production personnel on equipment and methods of working Assisting production personnel to keep all 8 production machining lines, consisting out of 24 CNC lathes and machining centres, running as smooth as possible Evaluating and helping to solve casting and design problems on raw material. 24 Hour standby assistance, for any problems with machines and processes.
Reason for Leaving	Started up my own business.
Duration of Employment	23 September 1996 to 15 November 1997
Reference	Mr Barry Cunningham (011) 908 3060

### **Previous Employment**

Name of Company	Smith's Wheels Group 7 – 9 Tielmanroos Street, Germiston South
Type of Company	Manufacturing of alloy and steel mag-wheels for cars and Ldv's
Position in Company	Machine-shop Foreman
Job Description	<p>Supervising 26 employees, attending board meetings, and making suggestions to improve production. Workshop floor-loading, and production planning. Budgeting, setting production targets, and ensuring these targets were met. Enforcing of discipline and training all the new employees. Programming and setting of all the CNC lathes, and all the machining centres, with Fanuc 5T, 6T, 11T, OTT, OM, 11M, 21M, as well as Siemens, Haas and Okuma OSP3000, and OSP5000LG control panels. I also did programming and setting of a machine centre, with a Mitsubishi Meldas 520AM control. I did daily timekeeping, buying of tools, process development, maintenance, and holding the daily "Green Area" meetings. I had to run the main store on nightshift.</p> <p>I maintained the quality standards, systems, and works instructions, as well as implemented safety procedures and VDA6 standards, into the company, as there was none of these when I came here.</p>
Reason for Leaving	Major loss of income when a new 3 – shift system was implemented.
Duration of Employment	13 March 1995 to 19 September 1996
Reference	Mr David Atterbury (011) 873 3140

### **Previous Employment**

Name of Company	Eloptro, a division of Denel (Pty) Ltd Corner of Atlas & De Havilland Roads, Impala Park, Kempton Park
Type of Company	Manufacturing of Electro – Optical equipment.
Position in Company	Artisan & CNC Programmer / Setter / Operator
Job Description	<p>Programming, setting and operating CNC lathes with Fanuc OT, OTT and Okuma controls for a period of 4.5 years continuously. General high precision conventional, and NC milling and turning, to 0 - micron tolerances. Planning and machine loading, plus supervising grinding personnel. I had to solve drawing problems in conjunction with design engineers. Did quality control, including 3D measuring on a co-ordinate measuring machine.</p>
Reason for Leaving	Desired more experience on CNC machines in a wider field. Wanted a position in a more supervisory capacity.
Duration of Employment	19 March 1990 to 09 March 1995
Reference	Mr Carel Thyssen (011) 921 4156

## **Previous Employment**

Name of Company	S.A. Transport Services (Transnet) Central Electrical Workshops, Langlaagte, Johannesburg.
Type of Company	Depot for repairs of electrical train components, and unit motors.
Position in Company	Tool, Jig and Die Maker
Job Description	Designed and manufactured all bending, blanking and trimming dies. Designed and manufactured all multi stage press tools. Worked on both hot and cold dies. Designed and manufactured all milling and drilling jigs and fixtures. Did all types of grinding, including tool & cutter grinding, resharpening drills, surface and peripheral grinding, and also thread grinding. I did spark eroding, including making the electrodes, and also learned to do heat treatment, where we did all hardening of die's and jigs self.
Reason for Leaving	Received an offer from Eloptro, with better salary and future prospects
Duration of Employment	03 January 1984 to 15 March 1990
Reference	Mr Jan Coetzee (082) 371 7780

## **Other Positions**

Name of Company	Flanges and Forgings cc.
Job Description	Temporary contract work, responsible for running the machine shop, and programming all the CNC machines, as well as setting up the more conventional machines for operators. I also did some rep-work for the company to find new contracts, when there was a lack of work.
Name of Company	Robert Bosch (Brits)
Job Description	I held the position "Planner-Manufacturing Engineering", where I was responsible for doing ISIR reports, commissioning reports, capability studies, and buying new machines suitable for the processes in the production lines. I had to compile the machine acceptance certificates, as soon as a new machine was installed, properly commissioned, and tested. I had to make setting and measuring instructions etc., according to VDA6 standards. Unfortunately I had to decline my permanent appointment in this company after my 3 months' probation was over, due to the fact that it was too far to travel to and from Kempton Park to Brits on a daily basis, and I could not afford to buy a house in Brits.
Reference	Mr Kobus Fourie (01211) 50 170
Interests	Repairing motorcars, rebuilding engines, and building up old motorcars
Sport	I am a very keen SCUBA diver, and have qualified as an Openwater-1, Openwater -2, Advanced, Master, and Speciality deep/night/rescue and Speciality shark diver.