

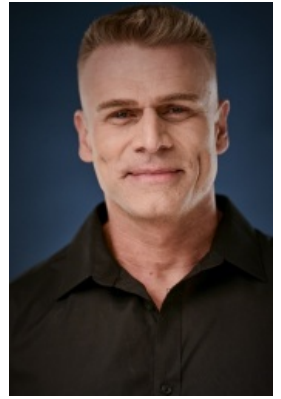
# Curriculum Vitae

Male

D.O.B. 08 January 1982

Number of years working in industry:

2 years 11 months



**Candidate ID Number:** 166321

**Nationality:** South African

**Language Skills:**

Fluent: English, Afrikaans

**Permitted to work in:** South Africa

**Position Sought:** Spa Director, Spa Manager, Fitness Professional, Retail Professional, General Manager

## Personal Statement

I am a highly skilled businessman and personal trainer with the ability to connect with people from all walks of life and various backgrounds.

I take pride in building businesses and people up.

My diverse business management experience and skill sets afford me the ability to focus in depth, in various industries, on numerous challenges and goals. Navigating through complex challenges and creating a flourishing work environment that is both dynamic and stable, that promotes consistency in growth and expansion of business.

## Employment History:

**December 2023 - September 2024 - Fitness Professional** at (most recent employer hidden for confidentiality)  
Pretoria, South Africa, (Health Club)

### Duties included:

- Client Assessment: Conduct thorough assessments to understand client's goals, fitness levels, and health considerations.
- Customized Workouts: Design personalized exercise programs tailored to each client's needs and objectives.
- Safety and Supervision: Ensure a safe training environment and provide constant supervision during sessions.
- Progress Monitoring: Regularly track client's progress, adjusting programs as needed to achieve optimal results.
- Communication and Feedback: Maintain open communication, offering constructive feedback and guidance.
- Accountability and Motivation: Foster a supportive environment, encouraging clients to reach their full potential.
- Continuing Education: Stay updated on industry developments, best practices, and new techniques.
- Professionalism and Ethics: Uphold confidentiality, respect boundaries, and demonstrate a professional demeanor.
- Goal Setting and Planning: Collaborate with clients to set realistic goals and develop achievable plans.
- Injury Prevention and Management: Identify potential injury risks, take preventive measures, and provide guidance on injury rehabilitation.
- Assess and Ensure Gym Equipment is safe to use.
- Flag any faulty equipment and notify relevant responsible maintenance team to repair equipment to prevent injuries.
- Marketing: Marketing on social media platforms, creating an interactive and informative marketing experience for followers and potential clients.
- Record Keeping: Accurately update client details, progress and changes to programs.
- Bookkeeping: Records of Client invoices, Payments and Credits.
- Legal: Record keeping of client contracts, signed disclaimers and all other relevant client communication and updates.

**August 2023 - December 2023 - Group General Manager** at Pharma Valu, Pretoria, South Africa, (Hospital / Medical Clinic)

**Duties included:**

Group General Manager

- Serving as the second-in-command to the Group of Companies overseeing 10 pharmacies across Gauteng with over 200 staff members.
- Instrumental in the restructuring of Traders Pharmaceuticals in Pretoria, Sunnyside.
- Collaborating with HR and various departments to effectively manage operations within the group.
- Responsible for overseeing Pharmacy Managers, Responsible Pharmacists, Marketing, Administration, Financial Offices, and Legal Team at a management (level1) capacity.

**July 2022 - July 2023 - Co-founder (General Manager)** at Vending Machine Company, Pretoria, South Africa, South Africa, (Home/Mobile)

**Duties included:**

Vending Machine Company

- As a Co-Founder with 50% ownership, led the daily operations of the company, handling tasks such as stocking machines, managing client relations, and bookkeeping, stock ordering, stock planning, stock taking, site placements, contracts, host relations. Total stock and business management. Site negotiations. Supplier negotiations and management.
- Successfully placed vending machines.

**January 2017 - January 2022 - Owner Operator** at Legacy Construction Solutions (PTY) Ltd., Pretoria, South Africa, (Home/Mobile)

**Duties included:**

- Overseeing day-to-day business and staff management, including marketing, client service, and financial oversight.
- Developing and implementing business strategy and planning. Planning, costing, and strategizing multi-million-rand property renovations, including cash flows and budget recaps.
- Project managing multi-million-rand property renovations and overseeing subcontracting teams.
- Securing and managing maintenance contracts with property trusts.
- Planning and managing property maintenance for property trusts.
- Strategizing cash flows and costings for multi-million-rand tenders, such as a 15,000 toilet installation project.
- Overseeing day-to-day business and staff management, including marketing, client service, and financial oversight.
- Developing and implementing business strategy and planning.
- Planning, costing, and strategizing multi-million-rand property renovations, including cash flows and budget recaps.
- Project managing multi-million-rand property renovations and overseeing subcontracting teams.
- Securing and managing maintenance contracts with property trusts.

**Career Break** - Covid Lock Downs. Entire Industry Collapsed.

**January 2016 - December 2016 - Owner Operator** at Mzansi Meat Wholesales, Pretoria, South Africa, (Product Company)

**Duties included:**

- Owner and operator of MZANSI MEAT WHOLESALERS, serving as the exclusive chicken supplier to the HOOTERS RESTAURANT GROUP in Gauteng.
- Responsible for overall business ownership and general management.
- Expert in negotiating contracts and prices with local franchisees and the American franchisor Head Office. Proven track record in sales, customer relations, and marketing.
- Personally facilitated all deliveries and managed all aspects of bookkeeping, including creditors and debtors using Pastel.

**December 2012 - December 2016 - Student Pilot** at Dr.JPJ.Niemandt / Eagle Aviation Wonderboom Airport, Pretoria, South Africa, (College)

**Duties included:**

Commercial Pilot's License

- Pursued part-time studies for my Commercial Pilot License (CPL) while also obtaining a Night Rating. Accumulated approximately 143.6 flight hours.
- Unfortunately had to discontinue due to the Civil Aviation Authority of South Africa (CAA) refusing to grant a grace period for the last two subjects post-surgery recovery, despite being fully recovered. The CAA's rationale was the necessity for syllabus changes following the passing of the individual with the online exam system passwords. This transitioned to a syllabus similar to JEPPESON without a fixed structure, preventing completion under the previous regulations.

**January 2013 - January 2015 -** at Dr.JPJ.Niemandt, Pretoria, South Africa, (Hospital / Medical Clinic)

**Duties included:**

Practice Manager & Personal Assistant

- Directing the daily operations of a medical practice, including coordination with the accounts department, auditors, and suppliers.
- Handling payment processing and performing account reconciliations.
- Engaging with patients to ensure excellent customer relations.
- Facilitating meetings with private bankers as a half-day post.
- Successfully established a new Aesthetic Clinic (Olga's @ Rhys) within one calendar month, involving planning, negotiations, material sourcing, stock acquisition, supplier contracting, and setting up a new business bank account with a speed point.
- Orchestrating the grand opening, including negotiating opening day specials, acquiring marketing materials, sample products, and treatments.

**January 2009 - December 2011 - General Manager** at Strydfontein Butcher & Abattoir, Pretoria, South Africa, (Product Company)

**Duties included:**

General Manager

- Oversee general management of the Butcher and Meat Wholesale division, including staff supervision and task allocation for daily client orders.
- Conduct interviews and appointments for new staff, while managing internal disputes, warnings, and hearings.
- Drive daily sales efforts for both new and existing clients and actively source new business opportunities.
- Lead marketing initiatives for the business.
- Conduct weekly stocktakes and oversee week & month-end processes.
- Manage debtors and creditors using IQ ACCOUNTING AND P.O.S on a daily, weekly, and monthly basis.
- Process all bank payments, including cash from counter sales and wholesale clients.
- Handle the ordering and purchasing of stock, negotiating with suppliers, and building long-term relationships with reputable partners.
- Personally deliver meat as needed, utilizing Hino Trucks.
- Perform routine duties, such as filling the truck and trailer at wastewater pumping stations and driving a 35-ton truck (with blood) to deposit waste into the municipal sewer system.

**January 2009 - December 2009 - Abattoir Manager** at Strydfontein Butcher & Abattoir, Pretoria, South Africa, (Product Company)

**Duties included:**

Abattoir Manager

Key responsibilities:

- Oversee the day-to-day operations of the Abattoir, managing both staff and slaughtering processes in adherence to established standard operating procedures.

- Regularly coordinate with health inspectors to ensure compliance with Government Regulations.
- Take charge of the Sheep and Beef Abattoirs.
- Implement and uphold stock control procedures.
- Obtain and maintain a Code EC Truck License.
- Operate a 35-ton Truck and Trailer, responsible for daily disposal of a mixture of Animal blood, Black water, and Grey water at the designated municipal sewer dump point.
- Perform maintenance tasks on the building, including plumbing repairs and necessary upkeep.
- Collaborate with the Regulating Council for Abattoirs to meet and sustain industry standards, facilitating weekly inspections with the assigned inspector.
- Undertake general maintenance of grounds and buildings, including painting.
- Conduct plumbing repairs, maintenance, and new installations.
- Cast new concrete driveways (slabs).
- Maintain fixtures and fittings.
- Cultivate and manage customer relations, actively seeking new clients.

**January 2006 - December 2008 - Co-owner / General Manager** at Wiesenhof Coffee Shop Blaauwberg Netcare Hospital, Cape Town, South Africa, (Hospital / Medical Clinic)

**Duties included:**

Co-owner / General Manager

Key responsibilities:

- Oversee daily operations of the restaurant and retail shop.
- Interview, hire, and manage staff.
- Handle internal disputes.
- Manage kitchen, staff, baristas, back of house, and front of house
- Handle stock purchases and maintain customer relations.
- Utilize GAAP system for POS and bookkeeping.
- Conduct regular stocktakes (daily, weekly, and monthly).
- Foster a positive business relationship with hospital management and staff.

**January 2003 - December 2008 - General Manager** at Woolworths Worcester, Worcester, South Africa, (Product Company)

**Duties included:**

General Manager

Key responsibilities:

- Plan seasonal budgets, conduct online pre-buying, and manage day-to-day store operations.
- Coordinate Head Office Buying week.
- Interview, appoint, and handle internal staff matters.
- Cultivate positive customer relations.
- Strategize business expansion for the group of companies, including retail, commercial and residential properties.

**January 2002 - December 2008 - General Manager** at Sisland View Guest House, Cape Town, South Africa, (Home/Mobile)

**Duties included:**

Key responsibilities

- Manage daily operations of the guest house, including staff and guest relations.
- Handle guest bookings, breakfast preparation, and payments.
- Cater to the needs of long-staying international, local guests, and traveling professionals.

**Education and Qualifications:**

2024

## **PCD College Pretoria South Africa**

### Certificate

- Solar Water Heatine and Heat Pumps Installation Course

## **2019 London City & Guilds Facilitated by: PCD College Pretoria South Africa**

Diploma NVQ Level 3

London City & Guilds

Level 2 NVQ Diploma Plumbing & Heating

Level 3 NVQ Diploma in Domestic Plumbing & Heating

## **2019 QCTO Quality Council for Trades & Occupations Pretoria South Africa**

Red Seal (TRADE CERTIFICATE)

Trade Certificate:

Red Seal

PLUMBING

## **2017 PCD College Pretoria South Africa**

Certificate

- Advanced Plumbing

## **2017 PCD College Pretoria South Africa**

Certificate

- Basic Plumbing Course

## **2016 TRIFOCUS FITNESS ACADEMY Currently enrolled (2024) to complete my add on studies to this qualification to achieve my International Diploma in Personal Training through TRIFOCUS FITNESS ACADEMY.**

Certificate Personal Training Certificate CATHSSETA 613/P/000193/2012 CYQ TRI913

- Personal Training Certificate
- CATHSSETA 613/P/000193/2012 CYQ TRI913

### SUBJECTS

Anatomy I Physiology I Biomechanics I Concepts of Fitness I Nutrition I Fitness testing I Principles of wellness I operate professionally I conduct a screening procedure I Motivate and encourage physical activity I Lead and instruct individuals and groups I Design exercise Programmes I Provide safety and risk management I Maintain a sports and fitness environment and equipment I Include persons with disabilities I Apply entrepreneurship to a fitness business I Examine social features in the workplace I Plan and conduct a research project I Operate a personal computer I Function as a team I Apply workplace communication skills I Demonstrate professional values and ethics

## **2014 Eagle Aviation Wonderboom Airport (FAWB) Pretoria South Africa**

PRIVATE PILOT'S LICENCE CAA CIVIL AVIATION AUTHORITY OF SOUTH AFRICA

- Private Pilot's Licence
- Night Rated

## **2013 Loutzavia Aviation Academy (CAA approved) Pretoria South Africa**

Certificate

CERTIFICATE OF COMPETENCE IN /CAO ENGLISH LANGUAGE PROFICIENCY

OVERALL /CAO ENGLISH LANGUAGE PROFICIENCY RATING:

- Level 6

## **2001 The Capital Hotel School Pretoria South Africa**

Not Certified Regrettably I could not submit my final written project to attain my Diploma in Hotel & Restaurant Management due to extreme circumstances out of my control.

Hotel and Restaurant Management

All practicals done at The Sheraton Hotel and Towers in Pretoria, South Africa.

Practicals:

- Front of house
- Guest bookings
- Guest services
- Concierge
- Reception
- Bar service
- Restaurant service
- Room service
- Accounting
- Catering
- Functions
- Events
- Back of house
- Kitchen
- Housekeeping
- Laundry
- Chef school (Military Kitchens - Valhalla, Pretoria & The Sheraton Hotel, Pretoria)
- Client relations (marketing)

#### Theoretical Studies:

- Business management
- Human Resources
- Finances
- Hotel Management
- Restaurant Management

Attained honorary awards for both academic and practical studies.

**2000 Akasia High School, Pretoria.**

## Hobbies and Interests

- Bodybuilding

CV created at [www.spastaff.com](http://www.spastaff.com)

