

CURRICULUM VITAE

PERSONAL DETAILS

Surname	Holder
First Name	Wayne Vaughan
Identity Number	6302035151087
Date of birth	03 February 1963
Marital Status	Married
Gender	Male
Ethnic Group	White
Nationality	South African
Valid driver's licence	Yes

CONTACT INFORMATION

Home address	5 Ville de Taryn Circular Drive Lorraine Port Elizabeth 6070
Postal address	As Residential
Telephone - cell	0609884060
Email address	renerholder@gmail.com

LANGUAGES

First Language	English
Other	Afrikaans

EDUCATIONAL INFORMATION

Secondary Education

School attended:

Baysville High School

Subjects passed:

1. Spraypainting
2. Afrikaans second language
3. English first language
4. History
5. Geography
6. Science
7. Mathematics

Other qualifications

- * Course in Short Staple Cotton Material
- * Part-time course in "Introduction to Production Management" - Phase 1
- * Part-time course in "Introduction to Production Management" - Phase 2
- * Part-time course in "Introduction to Production Management" - Phase 3
- * Safety Representative Training Course
- * Schlafhorst Autoconer Training Course (Erex Durban)
- * Schlafhorst Autoconer Course (Union Spinning Mills)
- * MCL Bearings and Seals Course
- * Passed examination in First Aid
- * Managing Workplace Discipline
- * N.O.S.A. Environmental Awareness
- * Institute for Ceramic Education - Practical / Theory in Brickmaking
- * Management Skills
- * Mines Health and Safety

EMPLOYMENT HISTORY

Name of employer 1	Frame Group, East London
Position held	Production Supervisor
Period employed	January 1983 - September 1991
Duties:	<ul style="list-style-type: none">* See that production targets are met* Control production staff* I.S.O. 9000* Disciplinary procedures are upheld* Time and attendance are adhered to* Quality control

Previous duties, as a Senior Technician, included maintenance to Textile machinery in the following departments:

1. Spinning and Winding
2. Twisting
3. Bulking

Name of employer 2	Union Spinning Mills
Position held	Departmental Manager
Period employed	November 1991 - June 2003
Duties:	<ul style="list-style-type: none">* Schlafhorst Winding 107/138 Models* Quality Control* Doubling Assembly* Volkman Twisting* Savio RAS 15 Winders

I was responsible for production in the following areas of the Cotton Plant:

1. Spinning Rieter G5/1 Link Murata Winding/Zinzer 319L Spinning
2. RU14 Open End
3. Quality standards at specified levels
4. Maintain housekeeping levels
5. Minimise waste
6. Achieve and maintain production targets
7. Motivate labour force

Before this operation, my responsibilities included production and maintenance in Mill 2 Fiesta-Acrylic Plant.

1. Spinning Zinzer 319L
2. Schlafhorst Winding 107 and 138 models
3. Murata Twisting and Assembly
4. Superba/Motocono Bulking link with Savio RAS15 Winding

Extras

I was sent by USM to Germany on a training program where I visited the Laufenmuller Cotton Plant and Rieter Factory.

Synchronous Management Seminar.

CSIR: Division of Textile Technology, Port Elizabeth

Introduction to ISO standards 9000 – 9002

Name of employer 3

Algoa Brick

Position held

Production Supervisor

Period employed

2004 to 2016

Duties:

- * Control 2 staff and +- 80 hourly staff members
- * Manage production teams:
 1. Stockpiling
 2. Crushing / Grinding
 3. Making
 4. Sorting
 5. Drying / Firing Process
- * Oversee and assist in all aspects of the application of the Disciplinary Code of Conduct
- * Health and Safety Committee (Safety Rep)
- * Attend Monthly Union Management Meeting
- * Completing of purchase requisitions and ordering of consumables etc for Extruder, Mixer and Cutter
- * Planning and controlling of overtime and weekend work
- * Fulfill standby and callout duties
- * Chair Disciplinary Enquiries to level of dismissal
- * Communicate the effectiveness of the Quality and Environmental System
- * Wages
- * Stock taking
- * Continually monitor product quality and take effective action to correct and prevent non-performance
- * Maintain and improve housekeeping in all areas and ensure compliance
- * Ensure time and attendance issues are maintained and up to date
- * Ensure that subordinate employees carry out their duties and responsibilities
- * Manage waste areas (Environment)
- * Ensure that production targets are achieved (64000 bricks per day in Plant 1 and 120000 bricks per day in Plant 2).

Extras

Contributions made towards the enhancement of education and training in the discipline of Environmental Health (NMMU)

Chairing / Initiating Disciplinary Training Program

Quality Control Certificate (ICE)

Brickmaking Certificate (ICE)

Name of Employer 4

Addo Bricks

Position Held

Production Manager

Period employed

April 2016 to June 2019

Duties:

- * Planning coordination and control of manufacturing processes
 - * Ensure that goods are produced efficiently and that the correct amount is produced at the right cost and level of quality
 - * Responsible for both human and material resources
 - * Oversee the production process
 - * Make sure that products are produced on time and are of good quality
 - * Set the quality standards
 - * Monitoring the production processes and adjust schedules as needed
 - * Responsible for the selection and maintenance of plant equipment and vehicles
 - * Monitoring product standards and implementing quality-control programmes, Quality control which includes clay preparation, screening, crushing, mixing and extrusion of bricks, cutting, packing, drying, firing and unpacking of clamps. Manage waste and implement management systems. Stocktake and control.
 - * General Lab work, testing and adjusting of clay and coal mixes
 - * Liaise among different department and assist if required
 - * Work with Directors to implement the company's policies and goals
 - * Ensure that health and safety guidelines are followed
 - * Supervise and motivate the team of workers
 - * Review work performance and identify training needs
 - * Manage and assist workshop, improve general housekeeping in and outside
 - * Manage vehicles used in the production process
 - * Complete and submit production and stock sheets daily
 - * Attend and chair health and safety, CCMA and Union meetings
 - * Ensure production targets are achieved
 - * General managerial duties
 - * Wages
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Name of Employer 5

Claytile

Position Held

Sorting Manager

Period Employed (3 Month Contract)

26 August 2019 to 25 November 2019

Duties:

- * Quality Control
- * Waste Control
- * Planning
- * Disciplinary Procedures
- * Housekeeping
- * Sorting Reports
- * Health and Safety

REFERENCES:

Mr Eugene Africa, Claytile 0824980536

Mr Magnus de Lange, Addo Bricks 0824111311

Mr Nico Minnie, Algoa Brick 0829063055