



Sarel Klopper

Curriculum Vitae (CV)

What job i'm looking for? My positive points

Professional Profile

Proactive and motivated General Manager with a National Higher Diploma for Technicians (Mechanical) and more than 15 years' experience in the Project Management industry. Possesses exceptional management abilities, thriving under pressure to meet deadlines, achieve targets and results, and influence staff whilst displaying a hands-on and systematic approach towards problem solving on projects, whether it is related to methodology, cost, risks, planning or site. Renowned for the outstanding leadership and team playing skills, having trained, coached and mentored various project managers to become competent players in different organisations. Demonstrates the power of unfolding knowledge in tackling any project related task backed by excellent analytical thinking and strong logical thinking capabilities. Dynamic communicator, comfortable addressing small and large groups, successfully articulating all essential information whilst listening emphatically in order to comprehend and effectively analyse all available data.

Preferred occupation	General Manager Projects or Projects Director Management, human resources jobs
	Project Program Manager Management, human resources jobs
	Project Controls Manager Engineering jobs
Preferred work location	Pretoria and Johannesburg Gauteng

Contacts and general information about me

Day of birth	1958-09-04 (66 years old)
Gender	Male
Residential location	Pretoria / Tshwane Gauteng
Telephone number	<i>Information is available only for registered users.</i> Sign in
Email address	<i>Information is available only for registered users.</i> Sign in

Work experience

Working period	nuo 2006.04 iki 2016.03
Company name	ELB Engineering Services
You were working at:	Engineers
Occupation	GM-Projects and Director ELBCON
What you did at this job position?	<p>Responsibilities:</p> <ul style="list-style-type: none"> • Oversaw and managed the following divisions: Project Management, Project Controls, Administration and Construction Management, Health Safety and Environmental and Quality Assurance and Control • Implemented a Project Management Methodology with all related PFD, templates, policies and procedures to the required ISO standard • Responsible for the management of Material Handling Projects and designed new Processing plants • Designed and built Stacker-Reclaimers and Ship-loaders, Train lead-out stations, Conveyors, Pneumatic conveying systems and upgraded existing plant and equipment • Actively participated in the training, development and coaching of all the Project Managers and Project Engineers acting as Project Managers, also sent them for PMP- Certification training • Responsible for daily program management of Bulk material handling projects, Life extension projects, Pneumatic conveying projects, Processing projects and Industrial projects • Performed conformance audits on Project Managers and ensured compliance to PMBOK guide, ELB Methodology, NEC and FIDIC contracts in project management, also specific audits on projects to identify any open issues or risks • Responsible for the chairing of monthly Dashboard and Project Review meetings • Member of the Board and EXCO meetings, Management of Business and Project risks, conformance audits on projects • Liaised with clients on monthly basis to ensure satisfaction and identify areas in need of improvements • Ensured that projects were completed within time, budget, scope, quality and maintain the project profit • Responsible for developing Cash flow spreadsheets and S-curves • Actively involved in the organisation's strategic planning and business development and facilitated Project Charter, Scope statement, Risk, and Completion workshops • Facilitate the mitigation strategy workshop where slippages occur and implement the required strategy • Ensure Cost, Schedule, Financial, and Commercial controls are implemented according to set standards and adhered to • Reported directly to Site Manager ABB and liaised with clients- General Manager on a day to day basis

Education

Educational period	nuo 1980.01 iki 1983.11
Degree	Diploma
Educational institution	Vaal University of Technology
Educational qualification	National Higher Engineering Diploma -Mechanical and BA degree
I could work	yes

Languages

Language	Speaking level	Understanding level	Writing level
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English	very good	fluent	fluent
Afrikaans	fluent	fluent	fluent

Computer knowledge

□ Windows; Micro Soft Word, Micro Soft Excel, Micro Soft Power point, Micro Soft Projects

Conferences, seminars

- Project Management Intermediate □ Supervisor skills
- Project Scope Workshop Facilitation □ OHS Act training
- Project Risk Management □ NOSA training
- Projects Scheduling and Communication with Microsoft Projects 2003 and 2013 □ Windows; Micro Soft Word, Micro Soft Excel, Micro Soft Power point, Micro Soft Projects
- Project Cost Management □ Scaffolding Safety Inspector
- Project Directing for Project Managers □ Safety Management
- PMP certification alignment

Recommendations

Contact person	Manny Marques
Occupation	Senior Project Manager
Company	ELB Engineering Services
Telephone number	on request
Email address	mannym@elb.co.za

Contact person	Trevor Budd
Occupation	Managing Director
Company	ELB Construction
Telephone number	on request
Email address	trevorb@elb.co.za

Additional information

Your hobbies	Cycling, swimming Walking Riding tour motorbike just to relax on weekends Love to clean my toys (Cars and Bike)
Driver licenses	A Motorcycle > 125cc, EB Articulated Light Vehicle ≤ 3,500kg
Driver license from	1976-09-00 (48 years)
Salary you wish	100,000 R per month
How much do you earn now	200,000 R per month