



# Jan Singels

Curriculum Vitae (CV)

**What job i'm looking for? My positive points**

Jan Singels

Preferred occupation Mining jobs  
Dear Sir/Madam

My record in supervision and SHEQ is extensive and as such I see myself ideally suited to **Contacts and general information about me**

advertised position. I am available for filling your vacancy immediately.  
Gender Male

As production supervisor I successfully led a group of average performing individuals to being one of the best performing teams on site through change management and team building programs

Aligning the company values, principles and strategies with their own beliefs, values and strategies.  
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Email address *Information is available only for registered users.*  
During my tenure in this industry I have developed the following skills and attributes which will be highly beneficial to any company.  
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### Work experience

• I am able to work with, motivate, train and lead a diversified team with a strong emphasis on safety, teamwork and work ethics. **nuo 2015.02 iki 2015.10**

Company name Richardsbay Minerals, a subsidiary of Rio Tinto  
• I have knowledge of Labour Relations, OHS act, MHS act, ISO standards

You were working at: Miners  
• I am able to work as part of a multi disciplined team.

Occupation Issuer Permits  
• I have extensive experience in HIRA and development of associated SWP's.

What you did at this job position?  Issuing Permits and Isolation of Plant.  Developed Isolation Change management Matrix for Iron Processing Plant.  SHERQC- Identify and assess

• I am able to operate several plant level of issue based risk exposure in my area of responsibility. Remove/Mitigate these exposures to the business, people,

• Extensive experience in cold and hot permit systems Shut Coordinator for all major shuts in plant.

• I am familiar with Six Sigma and  Production Planning and liaising with other plants to minimize loss in production and maximize available downtime for engineering.  Reviewing and updating all Iron Processing SWP's and updating them according to new Risk Assessment Methodology.

My career objectives are:

• To continue to pursue a career path that can demonstrate growth towards the pioneering field of

Working period **nuo 2006.07 iki 2015.01**  
super leadership.

Company name Richardsbay Minerals, a subsidiary of Rio Tinto  
• To be part of a corporate environment that strives for efficiency of production throughout all

You were working at: Miners  
operations.

Occupation Shift Supervisor  
• To increase my leadership skills within a company culture that demands high standards and

What you did at this job position?  Maintain and improve Safety, Health, Environment and Quality Practices.  Appointed 2.9.2 on shift.  Supervise and encourages growth and motivation.  Control systems (AB Risk exposure in a 02

staff.  Manage the operational and fiscal activities of my team to include: o staffing levels o training competency(team had to be multi skilled) o budget o production goals  Achieve set

production/maintenance targets.  Optimal use of and availability of plant, equipment and resources  Operate specialized equipment.  Initiate and co-ordinate the necessary

resources and activities required for plant breakdowns.  Coordinate and implement solutions from process analysis and departmental projects.  Direct staff in the development,

analysis and improvement of customer and supplier relations.  Recruitment of new team members.  Adjust plant parameters and output to maintain quality and availability.  Detailed shift handover and reports.

Best Regards

Working period **nuo 2015.11 iki 2016.09**  
 Company name Self Employed  
 You were working at: Managers  
 Occupation Owner/Operator  
 What you did at this job position? Market Research

Working period **nuo 2001.02 iki 2006.06**  
 Company name Tronox KZN Sands  
 You were working at: Miners  
 Occupation Senior Process Controller  
 What you did at this job position?  Involved with research team at Pilot Plant in Centurion to obtain final Ore, Char and power ratios to obtain desired chemical reaction according to market demand.  Did HIRA for whole smelter and then developed SWP's according to obtained risk rating  Hot & Cold Commissioning of 2 furnaces, 2 Theissen Gas Cleaning Plants, 2 Ilmenite Preheaters, Gas distribution plant, water treatment plant, Anthracite Drier and Iron Treatment Plant.  Trained new employees.  Ensured that my team operates plant according to set parameters.  Authorize setpoint changes to maintain chemical and thermal equilibrium in furnaces  Maintain and improve Safety, Health, Environment and Quality Practices.  Detailed shift handover and reports.  Issuing of PTW's (Permit to Work)

Working period **nuo 1994.04 iki 2001.01**  
 Company name Tronox Namakwa Sands  
 You were working at: Miners  
 Occupation Senior Operator:Furnaces

**Education**

Educational period **nuo 1987.01 iki 1991.11**  
 Degree Grade 12 / Matric  
 Educational institution Vredenburg Secondary  
 Educational qualification Grade 12

**Languages**

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

**Computer knowledge**

- Time Management
- Time management for Contractors
- Requisitions
- Reservations

Microsoft Office: Excell, word, powerpoint

**Additional information**

- SAP
- Driver licenses EB Articulated Light Vehicle ≤ 3,500kg
- Maintenance for Supervisors
- Driver license from 1993-04-00 (31 years)
- Salary you wish xxx R per month
- How much do you earn now xxx R per month