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CURRICULUM VITAE

PERSONAL DETAILS

SURNAME : Meda
FIRST NAMES : Bernard, Timothy
SEX : Male
DATE OF BIRTH : 11 June 1974
CONTACT NUMBERS : 073 797 1087
ID NUMBER : 7406116183189

PROFESSIONAL QUALIFICATION

- i. CLASS 1 Journeyman Fitter & Turner
- ii. National Certificate Machine Shop Engineering
- iii. National Certificate Marketing Management
- iv. Saqa NQF Level four (4)
- v. Introduction to Samtrac Safety Certificate
- vi. Full Samtrac with Nosa
- vii. Diploma in safety management (Unisa)
- viii. Internal Auditing Certificate
Post Graduate Diploma in Management with Regent Business School in 2020

EXPERIENCE

1: POSITION Technical trainer

1. COMPANY Kimberly Clark South Africa (Pty) Ltd

Role: responsible for training of both operations and engineering where there is need. Also identify subject matter experts and facilitate training. Ensure compliance with government regulations by ensuring all forklift and crane operators are licensed, keep records of training and ensure licenses are renewed before they expire. Work with team leaders from different departments in identifying their training needs and organise training for them, for EHS, QUALITY, PROJECTS, MANUFACTURING and soft skills such as computer literacy training. Conducted interviews for learner ships as well as other disciplines for example operators, artisans, apprentices and forklift drivers. Identification of strength of employees and guide them through their focused development plans in preparation for future roles in the organisation. Aided with recruitment process by facilitation of criminal record and academic checks for prospective employees. Identification of Engineering personnel gaps in terms of training and

facilitated the training to close those gaps, that is mechanical, electrical. Process and Instrumentation disciplines.

Working as mechanical technician as well as safety representative (SHE)

POSITION Acting Mechanical Team leader
FROM 10/01/2019 to December 2019
DUTIES Inventory control, acquisition of spares, making sure the team complies with the Safety rules and regulations, raising purchase requests and creation of orders, raising and closing of notifications, compiling shut plans together with planning team attending production and engineering meetings and general supervising of the team to ensure that we meet the customers and company expectation in terms of safety, quality and environment,

POSITION Mechanical Technician
INDUSTRY FMCG
DUTIES Maintenance of Yankees i.e. dryers in the paper mills vacuum pumps, extraction fans centrifugal pumps, pulpers, suction rolls maintenance and servicing of tissue manufacturing machines, i.e.

Back stands, reminder, embossers, accumulators, tissue rapping machines and baggers.

- Maintenance of twist and tuckers
- Maintenance of stretch wrappers
- Maintenance of up and don enders
- Maintenance of facial tissue machines i.e. back stands, clip saws, pin wheels, cartoners, diverters and case packers.
- Maintenance of gear boxes, conveyers, bearings, timing belts, flat belts, vee belts, basic hydraulics, and pneumatics.
- Ordering of spares
- Maintenance of inventory levels
- Condition monitoring.

POSITION **Safety Representative**

DUTIES INVOLVED

- Making sure that all employees of Kimberly Clark, contractors and visitors work safe. I.e. make sure they wear correct ppe.
- Making sure that all employees use correct tools to carry out any given task.
- Attend safety meetings
- Compile the monthly safety register.
- Attend steering committee meetings with management.
- Carrying out Planned Group Inspections (PGI) in the plant

- 2. COMPANY** **Xstrata Palletising**
- PERIOD December 2007 to 2008
- POSITION Machine Fitter
- DUTIES maintenance of conveyors (i.e. bucket, screw, and belt conveyors) valves, Compressors, bearings, ball mills, general fitting, puggy mills, palletising dishes , agitators, extraction fans, centrifugal pumps, gear, pumps, grates, kiln, boilers.
- 3. COMPANY** **Pilot Crushtec**
- PERIOD October 2007 to November 2007
- POSITION Mechanical Fitter
- DUTIES assembling jaw crushers, sand washers, screen boxes, conveyors and general assembly fitting
- 4. COMPANY** **Hunyani Pulp and Paper**
- PERIOD January 2005 to December 2006
- POSITION Charge hand
- DUTIES maintenance of boilers, boiler feed pumps, compressors, centrifugal pumps, Conveyors, elevators, gear boxes, boiler fans, boreholes and general machining. maintenance of overhead cranes, valves, pumps, and assembly fitting.
- 5. COMPANY** **Lancashire Steel**
- PERIOD August 1998 to October 2002
- POSITION Machine Shop
- DUTIES lathe machine, milling machine, surface grinding, shaping machine, vertical boring machine fitting, boiler, pumps (centrifugal, gear, diaphragm, vane, gear boxes, cranes, conveyors, compressors, couplings, valves, and drive gears.
- 6. ATTACHMENT** **1**
- PERIOD August to October 1998
- COMPANY Zimbabwe Steel Company (ZISCO Steel)
- DUTIES Orientation, electrical, fitting, turning, boiler making and, instrumentation
- 7. ATTACHMENT** **2**
- COMPANY **Zimbabwe Steel Company (ZISCO Steel)**
- PERIOD March to May 2002
- DUTIES overhead cranes and conveyor belts, basic hydraulics and pneumatics, taper turning, vertical and horizontal boring, screw cutting and tool grinding.
- 8. ATTACHMENT** **3**
- COMPANY **Tiger Reef Mine**
- DUTIES Maintenance of gear boxes, ball mills i.e. lubricating and replacing worn out White metal bearings, compressors, pumps i.e. stripping and replacing bearings shafts and pickings.

FURTHER TRAINING RECEIVED

- Basic Pneumatics training with Festo (NQF Level 3)
- Certificate in Hazardous Chemicals
- Holder of a Rigging Licence (Transvaal Training)
- Basic Safety Representative Training

REFERENCES

Mr Anthony Francis {Production manager}
Kimberly Clark South Africa
Geduld East Rd Enstra Mill
Springs
0113607000
0836561895

Mr Zabron Mangomu { Team Leader}
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