

## PIETER STOLTZ

P O Box 22005; Lyttelton; 0140 (Centurion)

### EDUCATION

Randse Afrikaanse Universiteit	Honours in Human Resource Development	Completed in 1998
Merensky High School	Matric	1984

### WORK EXPERIENCE

New Heights Marketing & Corrie Theron Boerdery	Member/Owner & Co-owner	April 1998 to Present
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#### Responsibilities:

- Restructuring and realigning business
- Resource Planning
- Consult individuals and companies (associates) on business strategy
- Arranging training meetings
- Delivering training

#### Skill acquired:

- Leadership skills (leading several hundred volunteers in business development)
- Team work, team building and group participation
- Interpersonal skills
- Planning and budgeting

BRIDGE PEOPLE AND TECHNOLOGY	Operational Manager	March 2007 to Sept 2007
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#### Responsibilities:

- Resource planning
- Hiring/contracting of human resources
- Management of all HR related issues/requirements
- Planning and management of all supportive resources
- Client maintenance
- Project management
- Business development (seek new opportunities at existing clients)
- Management personnel development
- Invoicing of clients

**Skill acquired:**

- Interpersonal Skills
- Project management skills
- Leadership skills
- Planning skills
- Time management skills
- Negotiation skills

STANDARD BANK SA	Training Co-ordinator	1 Dec 2006 to March 2007
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**Responsibilities:**

- Co-responsible for the development of the Training Strategy and Training Implementation Plan for the Low Income Lending Programme (SAP) implementation
- Co-ordination of the training development and delivery

**Skill acquired:**

- Team work and group participation
- Planning skills

BOART LONGYEAR SA	Training Manager	1 July 2006 to 15 Dec 2006
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**Responsibilities:**

- Managing all development of training material for the implementation of the MXP ERP system
- Management of the delivery of training
- Management of training scheduling

**Skill acquired:**

- Training scheduling skills
- Project management skills
- Leadership skills

BUSINESS CONNECTION (BCX)	Training Consultant/Developer	1 April 2006 to 30 June 2006
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**Responsibilities:**

- Developing and delivery of training lessons on Materials Management (MM) transactions on SAP R/3 ECC5

**Skill acquired:**

- Training development skills
- Presentation skills
- Interpersonal skills

SCAW METALS	Training Consultant/Developer	15 August 2005 to 31 March 2006
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**Responsibilities:**

- Developing and delivery of STT lessons on Materials Management (MM) transactions on SAP R/3 ECC5
- Implementation hands on support to end users

**Skill acquired:**

- Training development skills on the STT tool
- Presentation skills
- Interpersonal skills

SAB MILLER	Training Consultant/Developer	1 July to 15 August 2005
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**Responsibilities:**

- Documenting transactions in MS Word for training purposes on Syspro and FlowCentric

**Skill acquired:**

- Training development skills
- Team work and group participation

SASOL POLYMERS	Training Consultant/Developer	Feb 2005 to May 2005
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**Responsibilities:**

- Development of process driven training material using the FlowHow™ in the Procure to Payment business stream
- Development of transaction simulation lessons using ShowHow™
- Administrating training material in the KnowHow™ Learning Management System

**Skill acquired:**

- Training development skills
- Process driven training material development
- Team work and group participation

SAPPI	Training Consultant/Developer	Jan 2004 to Oct 2004
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**Responsibilities:**

- Development of process driven training material using FlowHow™ in the Requisition to Payment business stream
- Development of transaction simulation lessons using ShowHow™
- Administrating training material in the KnowHow™ Learning Management System

**Skill acquired:**

- Training development skills
- Process driven training material development
- Team work and group participation

## OTHER QUALIFICATIONS/SKILLS

Microsoft Visio  
Microsoft Office 2003  
Orgplus  
Basic skills in Access 2003  
STT – Simulation Training Tool  
FlowHow

Paintbrush  
Microsoft Project  
Corel Draw 8  
SAP iTutor  
ShwoHow  
KnowHow

## REFERENCES

**REF Name 1**  
Me. Nicky Hartel  
083 277 5599

**REF Name 3**  
Mr. Justin Ashley  
082 608 0088

**REF Name 2**  
Mr. Bertus Basson  
083 234 7058

**REF Name 4**  
Mr. Peter van der Vegte  
082 775 2932