

AREND R KOTZÉ
Cell : 083 4400 302 || Email : arendk@mweb.co.za
CHIEF EXECUTIVE OFFICER

FROM PREVIOUS PSYCHOLOGICAL TESTS THAT WERE PERFORMED ON MYSELF THE FOLLOWING CAN BE HIGHLIGHTED:

“Mr Kotzé is a pleasant person who communicates easily and put weighed trust in people. He is not naive and firmly stands on his points when it’s necessary. Mr Kotzé is a stable, emotionally well-integrated person. He can take pressure and put enough trust in himself to take calculated risks. Mr Kotzé enjoys being creative in his work and shows a lot of leading skills in a group. Mr Kotzé is a self-motivated person who enjoys challenges, is futuristic and planned with a lot of self-control. He is also motivated by a drive to success. He enjoys having an influence on the strategic direction of the business. He accepts changes and applies good developed abstract thinking skills to develop ideas to be implemented. Mr Kotzé is a participating manager, and a good leader, with devotion to his employer and subordinates”.

Process Optimization
International Operations
Cost Reduction
Project Management
Customer Relations
Turnaround Situations
Productivity Improvement
Budgeting / Forecasting
Operational & Strategic Planning
Business Management
Unlocking Shareholder Value
Supply Chain Management
Business Strategy

MBA (University of Pretoria: 1990)
B.ING (MECHANICAL) (University of Stellenbosch: 1985)
PR-ING (Institute of SA Engineers: 1988)
GOVERNMENT COMPETENCE CERTIFICATE (Department of Labour: 1991)

PROFESSIONAL EXPERIENCE

ON THE DOT : March 2000 to April 2011

GENERAL MANAGER : March 2000 to March 2007

CHIEF EXECUTIVE OFFICER : April 2007 to April 2011

Establish a Logistics Company. Has taken a department within the group, converting it to a business, structure it accordingly and grow it from a R220million throughput to in excess of R7billion, 1500 permanent employees and in excess of 5000 contractors.

Build a Multiple Supply Chain Media Logistics Business. Grow the book supply chain to 48% of SA book market, magazine to 70% of market, newspapers to 55% of market, consumer electronics to 6% of market, leaflets to 45% of market and the first Digital Fulfilment Platform for multiple media products were established and monetised.

Implementation of an ERP (Enterprise Resource Planning) system. As head of this project an ERP system’s requirement specs was done, the evaluation criteria was formulated, several alternative systems was investigated and evaluated, the Bookmaster ERP system was bought and implemented throughout the book division of Media24.

Optimisation of Business Processes and Management Controls. Due to the rapid growth of On the Dot which averages at 35% in the first few year, all processes and controls were under pressure all the time as well as structure and resources. All these were managed with a continues improvement focus to ensure the support can keep up with the growth.

Establish a Centre of Excellence. Build an internet portal, providing transparency to all Key performance indicators throughout the supply chain and establishing a team of experts to support it.

Establish a Culture of Excellence. Aligning business processes, software systems and customer centric focus to the benefit all stakeholders.

Prizes over the years that have been awarded to On The Dot include the following:

2001- Supply Chain Finalist and Innovation award
2002- Sustainable Profit award
2003- Heinie Jackle award for management
2004- Boetie van Zyl(Innovation) award; People management award
2006- Innovation, Best profit, People management awards
2007- Best growth & People management awards
2010- Best general merchandise supplier – Spar
2010- Top award for best stand design at a trade show – Spar (inland and KZN)
2010- Top supplier of the year, general merchandise – Pick n Pay
2010- Category captains in retail (media) – Massmart Group, Shoprite
Checkers Group, Spar Group and Engen

PEP STORES (January 1994 to February 2000)

SUPPLY CHAIN MANAGER/ BUSINESS ANALYST/ PROJECT MANAGER/DEPARTMENTAL HEAD

Supply Chain Management. Optimising supply chain over functional areas, e.g. buying, mechanising, planning, warehousing and transporting to branches. Specifically focusing on shorting lead-times, simplifying processes, stabilising pipeline by measurements throughout supply chain, etc. In 8 months has taken out about 100 million Rand of stock from the supply chain.

Implement Back-Office and Point-of-Sale System in 1 100 branches. In a 1 year period computerised 1100 branches administrative procedures, this includes develop software, implement hardware/-software, train all personnel, establish electronic communication link between head office and branches, get supportive help desk up and running, etc. During the next 1 year period implemented 3 500 Point-of-Sale units in the same branches. This includes again the above activities.

Warehouses. Upgrade and implement full preventative maintenance systems on 4 warehouse cranes. Through this action availability was increased from about 60% per month to 98% per month.

Business Re-engineering. Analyse specific business-units, which resulted in a strategic plan, which included restructuring, sell-off of unprofitable units, optimisation of business processes, etc.

PEP MANUFACTURING (January 1993 to January 1994)

PROJECT MANAGER

Structuring/control of RAW material inflow and production process. A hand driven stepwise system was developed to assist the factory with planning. The purpose of the system was to ensure pro-action. On a weekly basis the service departments receive applicable priority lists from the factory. I drove the whole system and during the implementation period a lot of teething problems have been sorted out. The system was computerised to make the system more flexible.

Preventative maintenance. A full cost effective preventative maintenance system was developed and implemented. A first off in the clothing manufacturing industry.

MS&A CHROMIUM (February 1990 to December 1992)

MECHANICAL SUPERINTEND / PLANT MAINTENANCE ENGINEER

As Mechanical Engineer responsible for: The mechanical commissions of R350 million chromium direct reduction plant. Establish working procedures, preventative maintenance systems, safety regulations, budgetary budget control, production supporting systems, etc.

As Acting Plant Engineer responsible for: Take full maintenance responsibilities for mechanical, electrical and instrumentation functional areas.

DEPARTMENT OF AGRICULTURAL (January 1988 to January 1990)

DESIGN MECHANICAL ENGINEER

Design Engineer. Designed a Rooibos Tea harvesting machine throughout its design phases which included signing, develop production drawings, building prototype, dry-test of prototype, in-production test of prototype, re-design and ironing out problematic areas, etc.