

# **ANNEXURE A**

## **STEADFAST DIRECTOR CURRICULUM VITAE**

### **RYNO OELOFSE**

ID NUMBER: 910520 5067 083  
AGE: 28  
RESIDENTIAL ADDRESS: 79 PICOLLO ESTATE  
270 VON WILLICH  
DIE HOEWES  
CENTURION  
0163  
PHONE NUMBER: 076 924 9132  
EMAIL ADDRESS: info@steadfastconstruction.co.za  
HOME LANGUAGE: AFRIKAANS  
OTHER LANGUAGE: ENGLISH  
MARITAL STATUS: MARRIED

### **QUALIFICATIONS**

#### **TERTIARY EDUCATION**

INSTITUTION: TSWANE UNIVERSITY OF TECHNOLOGY (TUT)  
COURSES COMPLETED: B-TECH CONSTRUCTION MANAGEMENT DEGREE  
NATIONAL DIPLOMA BUILDING SCIENCE

#### **PROFICIENCIES**

COMPUTER LITERACY: MICROSOFT SUITES  
CCS (CANDY)

#### **COMPETENCIES**

OHS ACADEMY: OCCUPATIONAL HEALTH AND  
SAFETY  
UNIVERSITY OF PRETORIA: ADVANCE COURSE IN  
CONSTRUCTION CONTRACTS

## WORK EXPERIENCE

### **COMPANY 1:**

REFERENCE:

### **RADON PROJECTS**

WIM JOUBERT, CHIEF EXECUTIVE OFFICER, 082 560 1211

PERIOD EMPLOYED:

10 JULY 2017- CURRENT DATE

### **PROJECTS:**

**1. BOUKUNDE BUILDING UPGRADE :**( 23 AUGUST 2017 - 20 SEPTEMBER 2018)

PROJECT TYPOLOGY: RENOVATION OF THE BOUKUNDE BUILDING AT THE UNIVERSITY OF PRETORIA.

**2. INFORMATION TECHNOLOGY BUILDING UPGRADE :**( 3 JUL 2018 - 25 JAN 2019)

PROJECT TYPOLOGY: RENOVATION OF THE INFORMATION TECHNOLOGY BUILDING AT THE UNIVERSITY OF PRETORIA.

### **COMPANY 2:**

REFERENCE:

### **ALTICON COMMERCIAL**

JAN ERASMUS, SENIOR PROJECT MANAGER, 082 768 5686

PERIOD EMPLOYED:

12 JANUARY 2015 - 30 JUNE 2017

### **PROJECTS:**

**1. MARIKANA EXTENSION 2:** (12 JANUARY 2015 - 29 JANUARY 2016)

PROJECT TYPOLOGY: COMMUNITY RESIDENTIAL UNITS, 6 MULTI-STOREY BLOCKS CONSISTING OF 126 UNITS.

**2. KIMBERLEY, LERATO PARK CRU'S:** (1 FEBRUARY 2016 - 29 APRIL 2016)

PROJECT TYPOLOGY: COMMUNITY RESIDENTIAL UNITS, 25 MULTI-STOREY BLOCKS CONSISTING OF 458 UNITS.

**3. VENTERSDORP EXTENSION 4:** (4 APRIL 2016 - 27 MAY 2016)

PROJECT TYPOLOGY: LOW COST HOUSING, 219 RDP HOUSES.

**4. SAVANNA CITY EXTENSION 3:** (1 JUNE 2016 - 30 JUNE 2016)

PROJECT TYPOLOGY: LOW COST HOUSING, 238 RDP HOUSES.

**5. MOGWASE EXTENSION 8:** (1 JULY 2016 - 30 JUNE 2017)

PROJECT TYPOLOGY: COMMUNITY RESIDENTIAL UNITS, 6 MULTI-STOREY BLOCKS CONSISTING OF 111 UNITS.

## **EXPERIENCE AS PROJECT / CONTRACTS MANAGER:**

### **PROGRAMMING & REPORTING**

PLANNING AND COMPILING CONSTRUCTION PROGRAMME.

REVISING PROJECT PROGRAMMES TO ESTIMATE ACTUAL DATE FOR COMPLETION.

UPDATING PROJECT PROGRAMMES AND COMPILING WEEKLY PROGRESS REPORTS TO SUBMIT TO THE CLIENT.  
UPDATE HEALTH AND SAFETY REPORTS AND HANDING OVER TO RELEVANT PARTIES.

### **PROJECT PLANNING & EXECUTION**

PLANNING AND ARRANGING THE EXECUTION OF ALL WORK TO BE DONE ON SITE IN ACCORDANCE WITH THE CONSTRUCTION PROGRAMME.

ORDERING MATERIAL, PLANT AND EQUIPMENT WITHIN PROJECT ALLOWABLES.

FORECASTING LONG LEAD ITEMS AND PLANNING ORDERS ACCORDINGLY.

OBTAINING ALL SUB-CONTRACTOR DOCUMENTATION AND APPOINTING ALL SUB-CONTRACTORS.

ISSUEING SITE INSTRUCTIONS TO SUB-CONTRACTORS AND SIGNOFF OF SITE INSTRUCTIONS.

ISSUEING CONTRA CHARGES AND ENSURING DEDUCTION THEREOFF ON PAYMENT CERTIFICATES.

DELEGATING TASKS TO FOREMEN AND SUB-CONTRACTORS.

CONDUCT GENERAL SITE PLANNING WITH FOREMEN.

LIAISING WITH COMMUNITY LIAISON OFFICER ON LOCAL LABOUR.

RESOLVE DISPUTES WITH GENERAL LABOUR AND SUB-CONTRACTORS.

### **FINANCIAL**

ASSITING TENDER DEPARTMENT WITH COST ESTIMATION AND TENDERING ON PROSPECTIVE PROJECTS.

COMPILATION OF NEW RATES ON VARIATION ORDERS AND SUMITTAL TO CLIENT QS.

MONITORING, CONTROLLING AND FORECASTING THE BUGET IN RELATION WITH THE CONSTRUCTION PROGRAMME.

ASSISTING WITH CLIENT VARIATION ORDERS DETAILS & COSTS ESTIMATION THEREOFF.

ASSISTING AND SUPERVISING ALL MEASURING ON SITE FOR PAYMENT CERTIFICATES.

ASSISTING & PRODUCING PAYMENT CERTIFICATES OF SUB-CONTRACTORS FOR MONTHLY INVOICING AND SIGNOFF FOR PAYMENTS.

COMPILING MONTLY CLAIMS TO THE CLIENTS QS AND INVOICING APPROVED CLAIMS.

FORECAST OF MILESTONE ESTIMATES AND COMMUNICATING TO DEVELOPMENT MANAGER.

UPDATING MONTHLY TRACKING SHEETS ON PROJECTS FOR CASHFLOW REPORTING PURPOSES.

PERUSE PROJECT ALLOWABLES FOR RESOURCE PROCUREMENT AND NEW RATES FOR ADDITIONAL WORK.

### **QUALITY CONTROL**

ENSURING QUALITY WORKMANSHIP ON SITE BY COMPILING AND IMPLEMENTING QUALITY CONTROL PLANS.

LIAISING WITH ENGINEERS ON METHOD STATEMENTS ON ANY RESTRICTIONS TO CONSTRUCTION WORK EXECUTION.

COMMUNICATING ALL DESIGN AND BILL OF QUANTITY DESCREPANSIES TO RELEVANT PARTIES.

UPDATING DRAWING TRANSMITTAL REGISTER AND ISSUEING DRAWINGS TO RELEVANT PARTIES.

ENSURING WORK IS DONE TO ARCHITECT AND ENGINEERING DRAWINGS AND SPECIFICATIONS FOR INSPECTIONS.  
ENSURING NHBRC REGULATIONS ARE ADHERED TO.

### **MEETINGS**

ARRANGE AND CHAIR SUB-CONTRACTOR ALIGNMENT AND HEALTH & SAFETY MEETINGS.  
ATTEND CLIENT SITE, TECHNICAL, ENVIRONMENTAL AND HEALTH & SAFETY MEETINGS.

### **HEALTH AND SAFETY**

OVERALL SUPERVISION OF HEALTH AND SAFETY ON SITE.  
APPOINTING LEGAL HEALTH AND SAFETY PERSONEL.  
RESOLVE ANY HEALTH AND SAFETY ISSUES ON SITES WITH HSE OFFICER.  
ASSISTING HSE OFFICER WITH REPORTS ON SITE ACCIDENTS.  
ASSISTING HSE OFFICER WITH CLOSE-OUT REPORTS TO CLIENT HSE REPRESENTATIVE.  
INSTRUCTING & AUDITING HSE REPRESENTATIVES CHECKLISTS.

## **COMPANY 3:        LOUANI DEVELOPMENTS**

REFERENCE:                                LOURENS WINTLE, DIRECTOR  
082 805 9998

PERIOD EMPLOYED:     16 JUNE 2011- 31 MAY 2012(PRACTICAL 2ND YEAR)

### **PROJECTS: LUXURY HOUSING DEVELOPMENTS**

-MIDSTREAM RESIDENTIAL DEVELOPMENT - STAND 2109  
-AMBERFIELD VALLEY RESIDENTIAL DEVELOPMENT - STAND 3707  
-STONERIDGE RESIDENTIAL DEVELOPMENT - STAND 108, 129, 60 & 176

POSITION: STUDENT

### **EXPERIENCE OBTAINED AT LOUANI DEVELOPMENTS:**

MEASURING AND PRICING (QS),  
ORDERING AND PURCHASING OF MATERIAL.  
SUPERVISING OF TEAMS,  
DELEGATING OF TASKS TO TEAMS.  
FEEDBACK TO PROJECT MANAGER ON PROGRESS OF MULTIPLE PROJECTS.  
LIAISING WITH CLIENTS AND SUB-CONTRACTORS.  
  
PRACTICAL HANDS ON EXPERIENCE BY ASSISTING TRADESMAN IN COMPLETION OF WORK. ADHERING TO NHBRC AND OHS STANDARDS.



**Tshwane University  
of Technology**

*We empower people*

# BACCALAUREUS TECHNOLOGIAE

CONSTRUCTION MANAGEMENT

Awarded to

**RYNO OEOFSE**

210358897

1991-05-20

Having complied with the  
Requirements of the Act and Statute

2014-12-19

BT31590

A handwritten signature in black ink, appearing to read 'D. Steiner', written over a horizontal line.


Vice-Chancellor and Principal  
On behalf of Council and Senate

A handwritten signature in black ink, appearing to read 'D. M. M. M.', written over a horizontal line.

Registrar



Tshwane University of Technology, formerly known as Technikon North-West, Technikon Northern Gauteng or Technikon Pretoria.



**Tshwane University of Technology**  
*We empower people*

**NATIONAL DIPLOMA**

**BUILDING**

Awarded to


**RYNO OELOFSE**

210358897      1991-05-20

Having complied with the Requirements of the Act and Statute

2013-07-05

ND58534



*[Signature]*  
Member and Principal  
of Council and Senate

Tshwane University of Technology, formerly known as Technikon South Africa, Technikon Northern Gauteng or Technikon Pretoria.



University of Pretoria  
Faculty of Engineering, Built Environment and Information Technology  
Department of Construction Economics

This is to certify that

*R Oelofse*

has successfully completed the

**Advanced Course in Construction Contracts**  
CPD Approval No. P001896-2017

14 to 18 August 2017  
5 CPD Points  
*This certificate is awarded with distinction*

*[Signature]*  
Course Leader

*[Signature]*  
Executive Manager, Training Solutions  
Enterprises University of Pretoria

287602      2017-12-07      IDP/Passport: 910522007083      P001896-001-2017



**CERTIFICATE**

THIS IS TO CERTIFY THAT

**RYNO OELOFSE**

has successfully completed the

**C202- Construction Planning & Programming**

Training Course

Comprising:  
Introduction to Candy - Candy User Interface

Planning • The screen barchart • The barchart form  
• Creating a barchart • Linking the activities • The activity list  
• Activity types • Summary sections • User defined sections

Resources - Allocating resources • Resources on barchart

Procurement - Information schedule • Long lead schedule

Progress - Monitoring progress • Update reports

Reports - Barchart • Resources • Activity list  
• Information schedule and long lead schedules

Two day training - 29/09/2016 TO 30/09/2016

*[Signature]*  
Tutor: C.F. Olivier

*[Signature]*  
Construction Computer Software (Pty) Ltd



Occupational Health and Safety Management Association of South Africa (OHSMA) No. 2008/07887/2012

**Certificate of Competency**

awarded to

**R. Oelofse**  
9105220 5067 083

for successful completion of

**US 116527 - Demonstrate Knowledge pertaining to Basic Health and Safety principles in and around a workplace**

*[Signature]*  
Managing Director

*[Signature]*  
Instructor

Course Date  
28 August 2016

Certificate Number: OH877083



