

# Curriculum Vitae

## Alan Victor Jenneker

Address: 53 Franke Street, Vineta Swakopmund, Namibia

Mobile: +264 85 635 8331

Email: [alan.jenneker@gmail.com](mailto:alan.jenneker@gmail.com)



### Personal Details

Date of Birth:	17 May 1969
Birth Place:	Windhoek
Gender:	Male
Nationality:	Namibian
Marital Status:	Married
Home Language:	Afrikaans
Other Language:	English (speak, read, and write)
Driver's license:	BE (Light vehicle); A (Motorcycle)
Residential Address:	53 Franke St, Vineta Swakopmund Namibia
Telephone (Home)	+264 64 463 461
Mobile:	+264 85 635 8331

### Key Areas of Competence

- ✓ **Project Management** – (Management System Implementations, Environmental Impact Assessment Project Facilitation, Environmental Management Plan Implementations, Software Implementation Projects)
- ✓ **Management Systems** (ISO 14001:2015, ISO 45001.2:2017, OHSAS18001:2007, ISO 9001:2015, NOSA CBM253N, Namibian Legal Compliance)
- ✓ **Risk Assessments** - (Development of Risk Registers, Identification of Risks, Improvement Opportunities and Actions Plans)
- ✓ **Health, Safety and Environmental Auditing-** (Development of inspections / audit protocols and check lists, Conducting audits to determine compliance against set standards or legal requirements)
- ✓ **Software Development:** - Develop applications used in the Health, Safety and Environmental field using Microsoft SQL Server, Microsoft Access, Microsoft Excel, and Microsoft Visual Basic for Applications.
- ✓ **Staff Management and Team work** – Manage and supervise project team staff; Conduct training and awareness to motivate staff members to implement business initiatives. Work closely with workplace Safety, Health and Environmental Representatives to implement business objectives.
- ✓ **Customer Care:** - Handle customer complaints and identify root causes to prevent recurrences.

## Education and Training

- 1986: Grade 12 (Concordia College Windhoek)
- 1990: National Diploma Chemical Engineering: (Cape Peninsula University of Technology-South Africa)
- 1992: Handling of Chlorine Gas (Department Of Water Affairs, Namibia)
- 1995: Environmental Management ISO 14001 Implementation Course – Johannesburg, South Africa
- 1996: Arthur D Little HSE Auditor's Course (USA Accredited course) - Swakopmund, Namibia
- 1997: MS SQL Server & MS Access Database developer Course – Windhoek, Namibia
- 2006: IEMA approved Health, Safety and Environmental Auditor (ISO14001 & OHSAS 18001) – Stellenbosch, South Africa
- 2017: Quality Management System ISO19001: 2015 Development and Implementation (NSI, Windhoek)
- 2017: Environmental Management System ISO14001: 2015 Development and Implementation (DQS Training Academy, Windhoek)
- 2017: NOSA SHE Representatives functions (NOSA Namibia Windhoek)
- 2017: Basic Fire Fighting (Think Training Solutions Windhoek)

## Industry Experience

1990 - 1990: Mining Industry:	Mining, Metallurgical
1990 - 1994: Government:	Water Purifications, Waste Water Treatment, Auditing and Inspections
1994 - 1999: Mining Industry:	Safety, Health & Environmental, Occupational Hygiene
2000 - 2016: Consulting:	Safety, Health, Environmental and Quality; Davis Weather Stations
2017 - 2017: Beverage Industry:	Quality, Environmental, Occupational Health and Safety

## Work Experience

**April 2017 to current**      **Coca-Cola Namibia Bottling Company, Windhoek**  
Position:                      EOSH Coordinator

### Key Responsibilities

- Ensure full compliance to Corporate Standards (KORE: Health, Safety and Environment)
- Ensure full compliance to National Legal Requirements (Health, Safety and Environment)
- Ensure full compliance to NOSA standards
- ISO 14001: 2015 Implementation Team Leader (Migration from 2004 version of the Standard)
- ISO 9001:2015 Implementation Team Member (Migration from 2008 version of the standard)
- Ensure full review of plant risk assessments

## Other Tasks

- HACCP Committee team member: Ensure compliance to ISO 9001: 2015, and KORE Quality requirements
  - Incorporate the new ISO 45001 requirements into the current integrated SHEQ management system
  - Conduct training and awareness on Company SHEQ Policies and Procedures
  - Emergency Preparedness and Response team member
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## **November 1999 – March 2017      EnviroSolutions Swakopmund**

Position:                                      Business Owner

### Roles and Responsibilities

- |  |  |
|--|--|
| Business Management                    | <ul style="list-style-type: none"><li>• Project Management</li><li>• Human Resources Management and Staff supervision</li><li>• Sales and Customer Care</li><li>• Financial Management and Preparation of financial information – (for financial auditors)</li></ul> |
| Environmental Impact Assessments (EIA) | <ul style="list-style-type: none"><li>• Managing the EIA processes and oversee the development of Environmental Management Plans (EMP's)</li></ul>   |
| Management Systems                     | <ul style="list-style-type: none"><li>• Implementation of management systems using the requirements of ISO 14001, OHSAS 18001 and ISO 9001 standards</li></ul>   |
| Software Development                   | <ul style="list-style-type: none"><li>• Oversee the development of Ms Access, Web based and SQL Server Database projects</li><li>• Development and maintain various Health, Safety and Environmental databases for a wide range of clients</li></ul>                 |
| Weather Monitoring                     | <ul style="list-style-type: none"><li>• Sales, Distribution, Maintenance of Davis weather stations in Namibia Interpretation of weather data and compilation of weather reports</li></ul>  |
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## **June 1994 – October 1999:      Rössing Uranium Mine, Namibia**

Position                                      Senior Environmentalist

- Part of the implementation team that was responsible for the implementation of the Environmental Management Systems (ISO 14001: 1996)
- Monitoring of environmental aspects e.g., air quality, noise, radiation, fumes and gases
- Safety and Environmental auditing
- Develop and maintain the Environmental, Medical Surveillance and Occupational hygiene databases.
- Completion of monthly reports and statistics. Use statistical data to implement improvement opportunities

- Conduct work place inspections and Issue Environmental Clearance permits

**March 1990 – May 1994: Department of Water Affairs, Windhoek, Namibia**

Position: Chemical Technician

- Conduct audits at landfill sites, mining operations, municipalities, various industries that generate waste water and factories in Namibia to check compliance against the requirements of the Water Act.
- Monitor water quality at the Government bulk water supply schemes
- Training of water treatment plant operators
- Provide guidelines to the water treatment plants on effective water purification methods
- Chemical optimisation of water treatment processes

**November 1989 – January 1990: Consolidated Diamond Mines, Oranjemund, Namibia:**

Position: Trainee Metallurgist

- Metallurgical Plant operator in the diamond extraction process

### Language Proficiency

Language	Reading	Writing	Speaking
English	Excellent	Excellent	Excellent
Afrikaans	Excellent	Good	Excellent

### Computer Literacy

Applications	Experience Rating
Microsoft SQL Server	Good (Database Developer)
Microsoft Access	Excellent (Application Developer)
Visual Basic for Applications	Good
Microsoft Word, Excel, PowerPoint	Excellent
Lakes: Wind-Rose Software	Excellent
Web Site design: Dream Weaver, Page Breeze	Good

## References

**Mr. Jan Everson**

Seal Consulting Engineers

Business Owner – Civil Engineer

Walvis Bay

Tel: + 264 64209810 or +264811284118

**Mr. Justice Tsauseb**

Swakop Uranium

Health, Safety and Environmental Manager

Tel: +264811223533

**Mr. Justin Mouton**

Health and Safety Manager

Namibia Construction

Te: +264 61 237 187

## Certificates

**The following course was completed during August 2017, but the certificate has not been issued yet:**


- Environmental Management System ISO14001: 2015 Development and Implementation (DQS Training Academy, Windhoek). *It is expected that the certificate will be issued towards the end of November 2017*

**The following Certificates are attached:**

1. National Diploma Chemical Engineering: (Cape Peninsula University of Technology- South Africa)
2. Quality Management System ISO19001: 2015 Development and Implementation (NSI, Windhoek)
3. IEMA approved Health, Safety and Environmental Auditor (ISO14001 & OHSAS 18001) – Stellenbosch, South Africa
4. Arthur D Little HSE Auditor's Course (USA Accredited course) - Swakopmund, Namibia
5. Environmental Management ISO 14001 Implementation Course – Johannesburg, South Africa
6. MS SQL Server & MS Access Database developer Course – Windhoek, Namibia
7. NOSA SHE Representatives functions (NOSA Namibia Windhoek)
8. Basic Fire Fighting (Think Training Solutions Windhoek)

National Diploma Chemical Engineering

REPUBLIC OF SOUTH AFRICA  
DEPARTMENT OF EDUCATION AND CULTURE  
ADMINISTRATION: HOUSE OF ASSEMBLY



REPUBLIC OF SOUTH AFRICA  
DEPARTMENT OF EDUCATION AND CULTURE  
ADMINISTRATION: HOUSE OF ASSEMBLY

# NASIONALE · NATIONAL DIPLOMA

CHEMIESE INGENIEURSWESE · CHEMICAL ENGINEERING

TOEGEKEN AAN · AWARDED TO  
ALAN VICTOR JENBEKER

ST 8708339/90 VERWERF AAN · OBTAINED AT 17/05/1969  
PENINSULA TECHNIXON SKIEREILAND

MET INGANG VAN · WITH EFFECT FROM  
01/03/1991

VAKKE WAARIN GESLAAG · SUBJECTS PASSED  
\* DUI ONDSKEIDING AAN · \* INDICATES DISTINCTION

CHEMOMETRIKA I	CHEMOMETRICS I
TEKENE: CHEMIESE INGENIEURSWESE I	DRAWING: CHEMICAL ENGINEERING
CHEMIE I*	CHEMISTRY I*
CHEMIE: PRAKTIES I*	CHEMISTRY: PRACTICAL I*
FISIKA I	PHYSICS I
WISKUNDE I*	MATHEMATICS I*
CHEMIESE AANLEG II	CHEMICAL PLANT II
CHEMIESE INGENIEURSWESE/TEGROLOGIE II*	CHEMICAL ENGINEERING TECHNOLOGY II*
CHEMIESE PRODUKSIRINGENIEURSWESE II	CHEMICAL PRODUCTION ENGINEERING II
ANORGANIESE CHEMIE II	INORGANIC CHEMISTRY II
FISIESE CHEMIE II	PHYSICAL CHEMISTRY II
ORGANIESE CHEMIE II	ORGANIC CHEMISTRY
WISKUNDE II	MATHEMATICS II
CHEMIESE AANLEG III	CHEMICAL PLANT III
CHEMIESE INGENIEURSWESE/TEGROLOGIE III	CHEMICAL ENGINEERING TECHNOLOGY III
TOEGEPASTE TERMO DINAMIKA III	APPLIED THERMODYNAMICS III

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MINIMUM OPLEIDINGSTYDPERK: 3 JAAR  
MINIMUM TRAINING PERIOD: 3 YEARS

*[Signature]*  
EKSAMENBEAMPTTE  
EXAMINATION OFFICER

BOE 457  
G.F.S. 118006

*[Signature]*  
SUPERINTENDENT-GENERAAL  
SUPERINTENDENT-GENERAL



# CERTIFICATE OF SUCCESSFUL COMPLETION

THIS IS TO CERTIFY THAT

***Mr. Alan Jenneker***

Attended a (5) days training course on

**Development & Implementation of Quality  
Management System (Based on ISO 9001:2015)**  
and passed the assessment necessary for successful completion.

The following areas were covered extensively:

- QMS Principles and Application
- QMS Documentation Requirements
- PDCA & High Level Structure (Annex SL)
- TC176 and other complementary standard to ISO 9001
- ISO 9001:2015 Clause-by-clause interpretation and application
- Risk Based Thinking (Risks & Opportunities Identification and Assessment)

Course Dates: 11-15 September 2017

Facilitator's Signature

Mr. Christen Matakosa

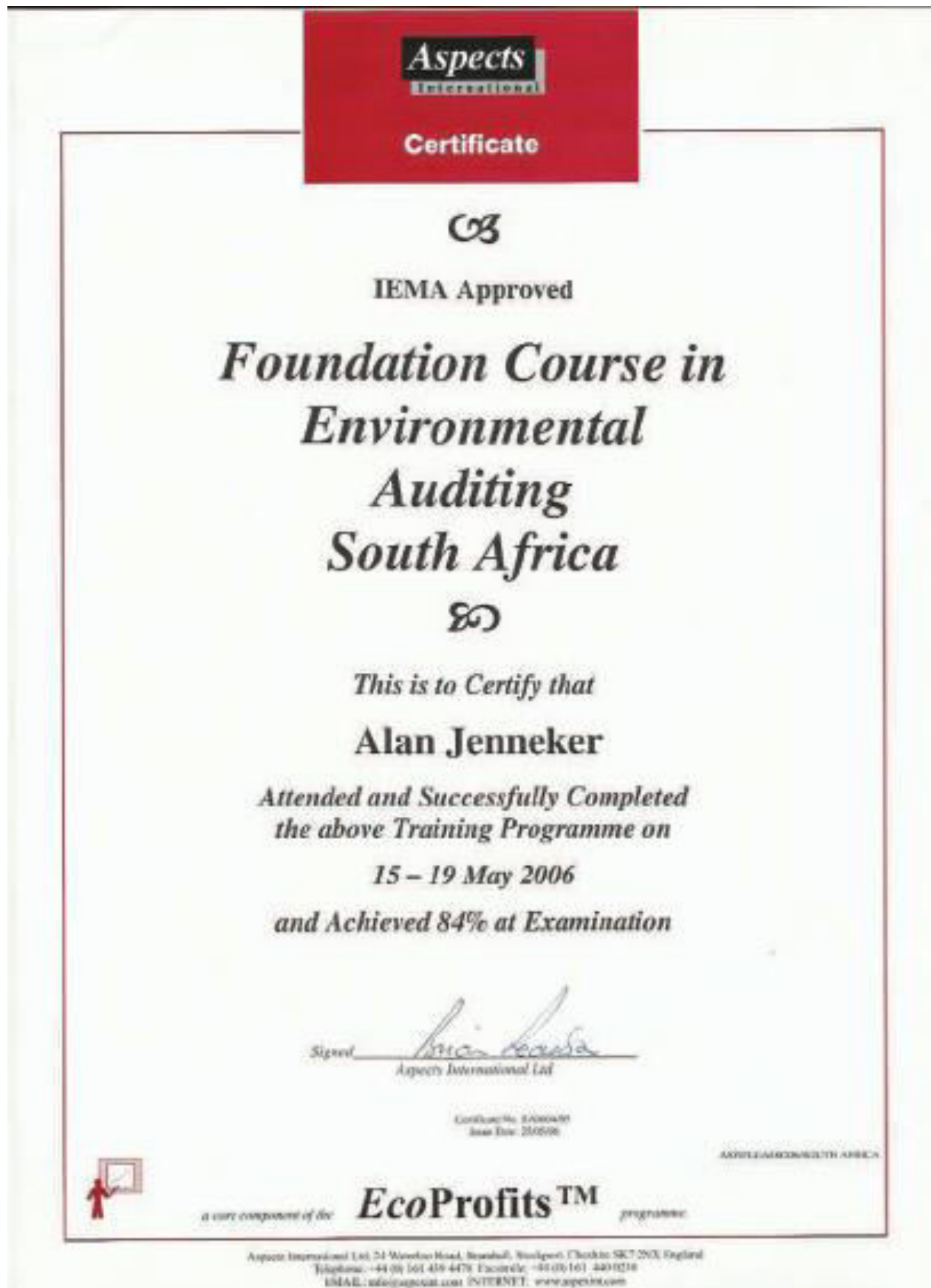
NSI CEO:

Mrs. Casaplace Wasserfall

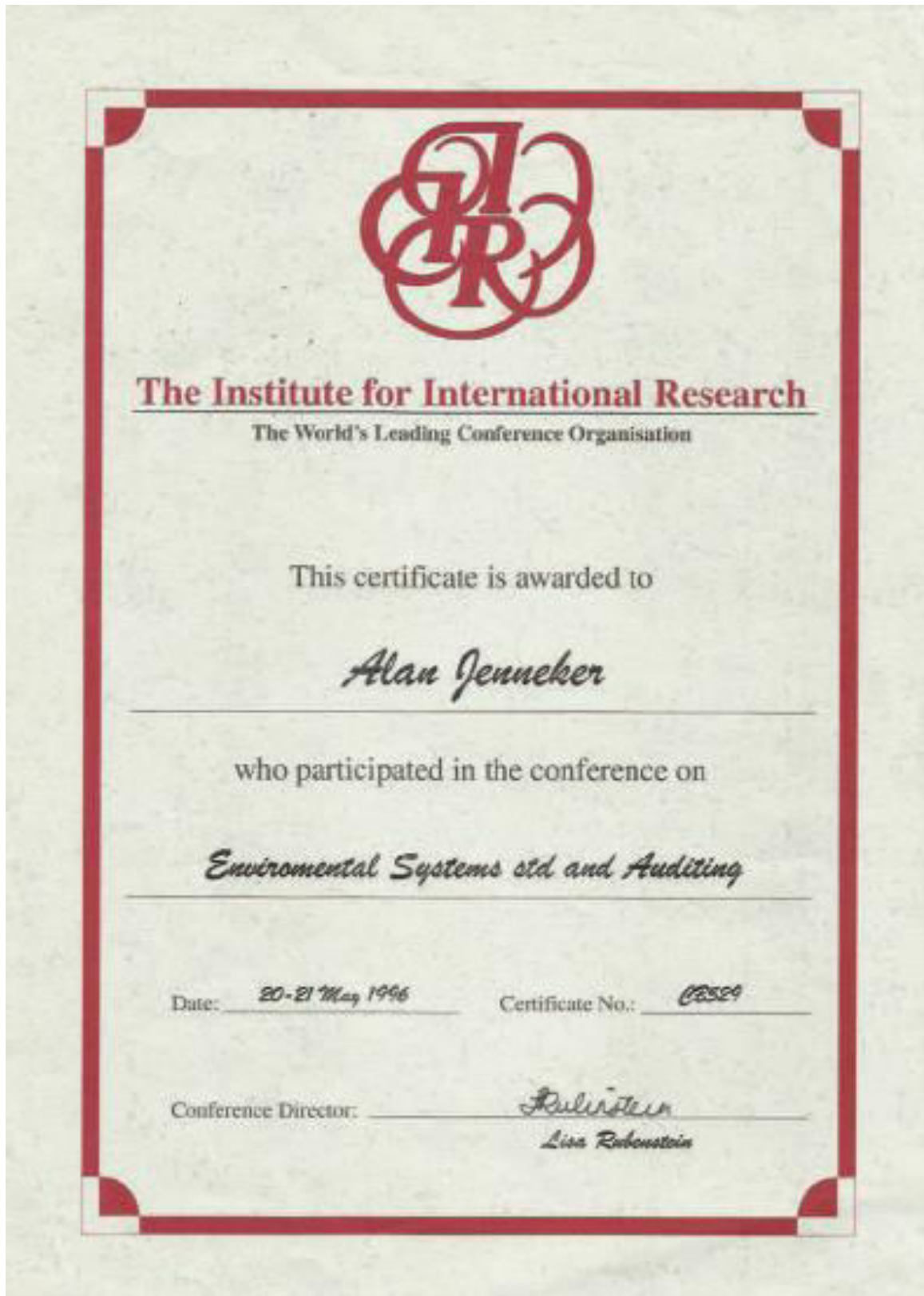
WINDHOEK - NAMIBIA  
Certificate Number: NSI-09-1569-117Q

This certificate is issued without assessment.

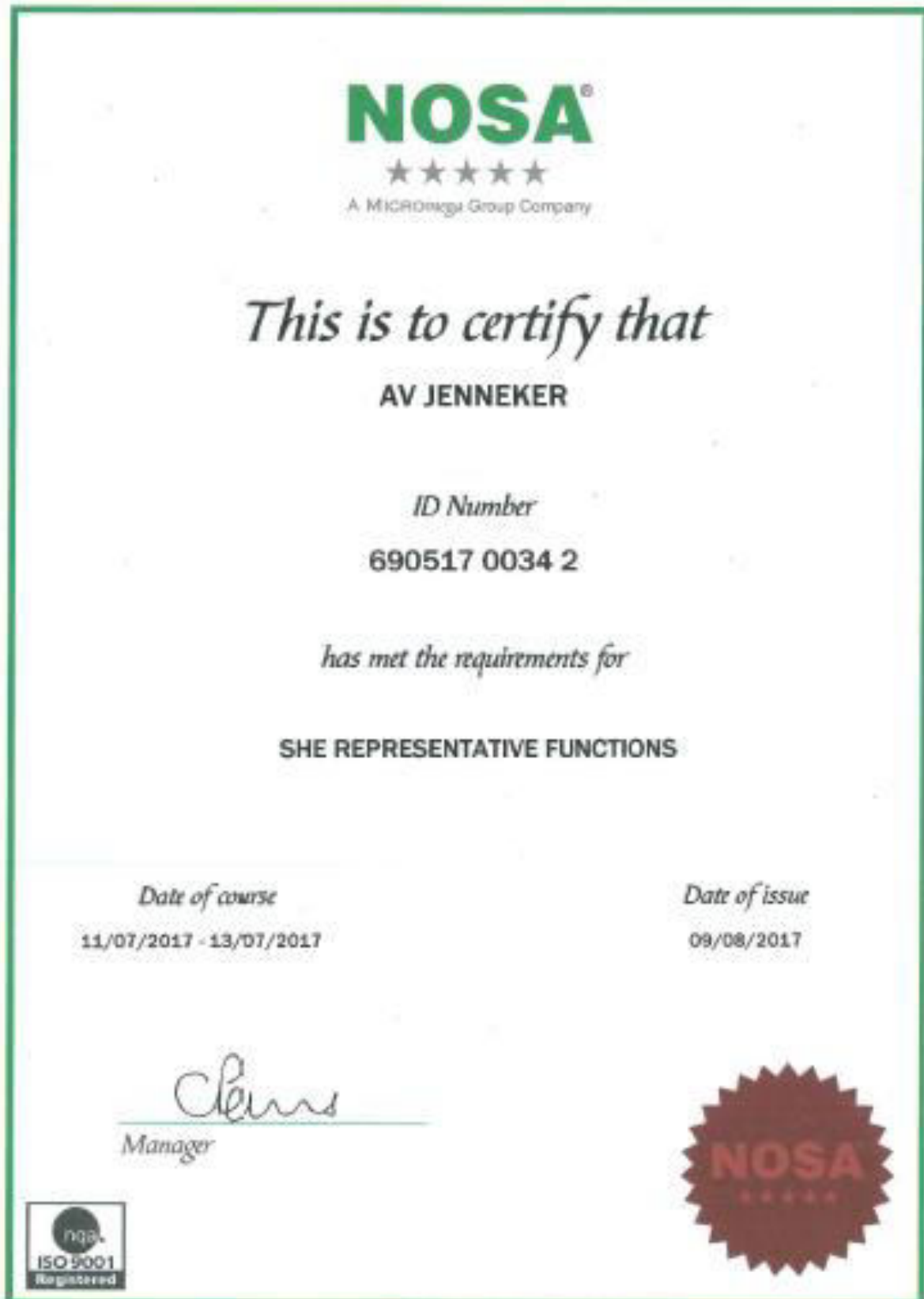












09/08/2017  
09/08/2017



# THINK

Training Solutions

## Certificate of Competence

This is to certify that

### Alan Jenneker

Identity number: 690517 0034 2

Has successfully completed training and has been assessed competent

### Perform Basic Fire Fighting

Course ID: 12454

MQF Credit: 4

MQF Level: 2



Course Duration: 1 Day

Achievement Date: 18/10/2017

Date Issued: 26/10/2017

Expiry Date: 25/10/2018

Certificate Number: 261017P000104

Name:

Approved Trainer, Liberty College



Approved Inspection Authority (RIA) number: AIA 1321