

CV of Winston Abraham Meyer

Position Applied For	LSA Management Board Member LSA Circular 65/18 dated 6th April 2018			
Personal Data	Full Name – Winston Abraham Meyer. Nationality – South African. Gender - Male Contact details – E: wameyer1@outlook.com , C: +27 73 4027957			
Education	Institution (Date from - Date to)	Degree(s) or Diploma(s) obtained:		
	DaVinci Institute 2010 - 2011	Diploma & Cert. MOTI – Management of Technology & Innovation		
	Technikon South Africa (UNISA) 2000	B TECH: PUBLIC MANAGEMENT (M + 4) No. B 2770 Awarded with effect from 2000/12/01. NQF Level 07		
	Technikon South Africa 1996 - 1999	National Diploma: Public Management (M + 3) No. ND1947 Awarded with effect from 2000/03/01. NQF Level 06		
Language skills	Language	Reading	Speaking	Writing
	English	Good	Good	Good
	Afrikaans	Good	Good	Good
Key competencies	Executive Sports Management; Diplomatic & International Liaison; Electoral Management & Administration; Electoral Operations & Logistics; Public & Financial Management; Stakeholder Management & Coordination; Management of funded projects; Programme Management & report writing; SCM & Administration; Budget Compilation & Management; Research; Asset Management, Auxiliary Services; Constitutional Impact on Tenders to Organs of State- Implications & Practical Guidelines; Tender Management & Administration; ERP, Outsourcing; Performance & Risk Management; Project Management; Exhibition Management & Administration; Compilation of Training Manuals; HR & People Management; Interpersonal & Communication Skills; Protocol Management; Strategic Management; Change Management, Marketing & Sales, Conference Management; First Aid Level2; Emergency Evacuation			
LEADERSHIP ROLES VOLUNTEER and CIVIC ACTIVITIES PAST TO CURRENT	Manager: Feris Builders – Namibia Class Representative: Biblical Studies 1 (U.W.C.) – 1985 Community representative: Athlone Training College – 1989-1992. Representative of Workers Forum and Secretary of Working Group to inspect unfair labour practices as well as the handling of grievances/complaints of personnel within the ex-House of Representatives 1994 -1995. UNAVEM III – Represent the DEFENCE SECRETARIAT on a Logistics Verification Mission as part of UNAVEM III to ANGOLA MAY 1996. Assistant Project Manager for the IT Asset Audit – GAUTENG PROVINCIAL GOVERNMENT IT Department Corporate Services 1996-1998. Senior member of the Human Resource Audit Reference Group for the Gauteng Provincial Government (Corporate Services) 1998. Senior member of the Departmental Information Technology Committee for Corporate Services Gauteng – Oct '96 – June '98. Deputy Chair of Procurement Task Team for IEC, 1998 – 2001. Project Owner IEC PROCUREMENT Policies; Procedures; Work Flow Diagrams; Training Manual – 1998 – March 2001. Project Manager for Procurement, Catering Services and member of the Event Management Team at the National Results Operations Centre who, helped to successfully delivered the 1999 General Elections and 2000 Municipal Elections in South Africa. National Procurement & Logistics Coordinator IEC during the three Registration periods for the '99 General Elections in South Africa. New Business and Development Officer for GN Lifesaving Branch 1999-2001. Vice President ISA (IEC Staff Association). 2000 - 2001 Chairman: IEC Tender Evaluation Committee. 1998 – March 2001 Member IEC Disposal Committee. 2001 - 2002 Chairman Crawford Swimming Academy, 2001 – 2002 & Manager Gauteng Swimming Team USSASSA Games Executive member Northern Tigers Swimming affiliated to National Sports Council. President Jacaranda Province: Lifesaving.			

National Selector SA Lifesaving.
 Vice President Gauteng North Lifesaving Province & National Council Member Lifesaving South Africa.
 Member Enterprise Resource Steering Committee (IEC), 1998 - 2000.
 Member E-Procurement Steering Committee (IEC), 1998 - 2000.
 International Elections Corporate Services Manager, 2002 - 2004
 Manager SA Protea Lifesaving Team to the German Cup, Warendorf Germany November 2002, 2003 and the Commonwealth Games 2003.
 Vice President GWSA Swimming and Vice President Upington Swimming Club.
 Manager Corporate Services for Image Technologies – International Company that won the bid to implement the Logistics and Election IT Infrastructure for the 2003 National Elections in Nigeria, 2002 - 2003.
Manager Operations (Technical Advisor) and Senior Member of the PMT to National Electoral Commission of Somaliland, contracted under the auspices of EISA (Electoral Institute of Southern Africa) in partnership with WSP International for the Somaliland Parliamentary Elections 2005, July - December 2005.
 Guest Speaker – Workshop on Social Peace, AHFAD University for Women – Sudan, 2005
 Manager SA Lifesaving Team – World Games 2009
 Manager Gauteng North Lifesaving Senior Team to SA Championships – 2009
 Manager Gauteng North Lifesaving Senior Team to SA Championships – 2010
 Manager SA Lifesaving Team – World Championships (Rescue 2010)
 Management Board Member LSA, 2009 – July 2017
 1st Vice President Interim Gauteng Sports Council – 2010 to 2011
 President Tshwane Sports Council, 2012 - Current
 Member of the Advisory Committee Faculty of Management Sciences: Department Management & Entrepreneurship for the Tshwane University of Technology (TUT), 2012 - Current.
 Manager SA Lifesaving Team – World Games 2013, Cali, Columbia & German Cup Warendorf, Germany Nov'13

SPORT MANAGEMENT & ADMINISTRATIVE EXPERIENCE

2012 to July 2017	Management Board Member LSA President Tshwane Sports Council High Performance Manager LSA National Convener LSA Development Member – Bravery Awards Committee LSA Honorary Member GNL Manager – World Games Cali, Columbia 2013 Manager Protea Team German Cup 2013	2005/2006	Vice-President – GWSA Swimming Vice-President – Upington Swimming Club
		2004/2005	Vice-President – Gauteng North President – Jacaranda Province Lifesaving Manager – Protea Team German Cup 2004
2011/12	Management Board Member LSA President Gauteng North Lifesaving Exec Member Interim TSC High Performance Manager LSA Honorary GNL & LSA	2003/2004	Vice-President – Gauteng North President – Jacaranda Province Lifesaving Manager – Protea Team to German Cup 2003 <i>Team attained 3rd place overall</i> Manager – Protea Team Commonwealth Champs Durban 2003 <i>Team attained 2nd place overall</i>
2010/11	Management Board Member LSA 1 st Vice President Gauteng Sport Council Exec Member Interim GSC SASCO/LSA student/nominee to attend the Diploma: MOTI (Applied Executive Sport Management) course through the DaVinci Institute in partnership with SASCO	2002/2003	Vice-President – Gauteng North President – Jacaranda Lifesaving Province National Selector Selected teams as follows: <i>Rescue 2002, German Cup 2002, 2003</i> <i>Commonwealth Champs 2003</i> Manager – Protea Team to German Cup 2002 <i>Team attained 2nd place overall</i>

2009/10	Management Board Member - LSA President – Gauteng North Lifesaving Province National Stillwater Selector - Selected teams: World Games 2009 & Commonwealth Champs 2009 Manager – LSA Team World Games – Taiwan 2009 Manager Protea Team Rescue 2010 Egypt <i>Team attained 5th place overall</i> Manager Gauteng North Senior Lifesaving Team	2001/2002	Vice-President – Gauteng North President – Jacaranda Lifesaving Province Manager – Gauteng Schools Jnr. Swimming Team(USSASA) <i>Overall 1st place Nationally Boys/Girls</i>
2008/2009	President – Jacaranda Province Lifesaving Vice-President – Gauteng North National Stillwater Selector Manager – Gauteng North Senior Lifesaving <i>Team attained 1st place overall</i>	2000/2001	Development Officer & New Business – Gauteng North <i>Received VODACOM Gauteng North SPORTS COUNCIL AWARD for establishment and growth of development in Gauteng North Lifesaving</i>
		1999/2000	Development Officer – Gauteng North

OTHER RELEVANT INFORMATION PERTAINING TO SPORTS MANAGEMENT & ADMINISTRATION

Past Senior member of the Gauteng Interim Sports Council that rollout the **Re-engineering process of sport in Gauteng** as instructed by the MEC for SACR in Gauteng Province South Africa, due to:

- The existence of two Provincial Sport Councils in Gauteng;
- The challenges and negative impact that this has had on sport development in Gauteng;
- Concerns raised by SASCOC regarding the limited number of provincial/regional federations that have applied for Sport Council membership; and
- to engage in a re-engineering process that would culminate in the launch of a new and more representative, inclusive and widely consulted Provincial Executive Committee (Gauteng Sport Council)

A key player in raising sponsorships for National and Provincial Teams – Lifesaving and Swimming
 Secured sponsorship for German Cup Tours 2002, 2003, 2004, 2013 and Rescue 2009
 Secured sponsorship for Commonwealth Champs 2003
 Attended the Sports Commission Workshop on Transformation and the role ahead for sports in South Africa as representative of LSA
 Attended the Sports Commission Facilitators Course
 Have completed the Qualifying Certificate (Pool)
 Have completed the Judges Certificate
 Have completed Level 1, Level 2 and 3 courses and served as a referee at various levels in Swimming and Lifesaving

EMPLOYMENT HISTORY – POSITIONS HELD PRESENT TO PAST

Self Employed, 1st October 2016 to Present.– **Entrepreneur and Independent Management Consultant**. Management of my own business as entrepreneur within the Agri Environment in SA as well as taking up consultancy contracts in the areas of management and administration within Corporate South Africa and the Private Sector, as and when required.

TUT (Tshwane University of Technology), 1st June 2012 - Present – **Chairman Advisory Committee: Faculty of Management and Entrepreneurship**. Advise the TUT Department of Management and Entrepreneurship regarding The standard of Education; Compilation of courses and syllabi; Vocational profile of employees; Experiential training; Vocational Trends; Themes for non-curricular presentations; Fields of research; The establishment of institutes, clinics and centre's of excellence. Be an active partner in the Creation of facilities; Generation of funds and bursaries; Creation of opportunities for experiential training; Providing job opportunities; Marketing of TUT in general and the specific diplomas or degrees in particular.

TSC (Tshwane Sport Council), 1st June 2012 – Present. – **President**. Heading the organisation with a focus on Constitutional Development & Implementation, Corporate Governance, Strategy, Policy Writing, Management & Administration, Media Reports, Interviews, Report Writing, Meetings, Relationship Building & Negotiations with the MMC, GSC & Monitoring & Oversight Committee.

LSA (Lifesaving South Africa), 1st Oct 2009 – July 2017– **Board Member** 3rd Term ended. Fulfilling all fiduciary duties expected from a Board Member taking part in healthy decision making processes with an emphasis on Organisation Development, Corporate Governance, Strategic Planning, Media Interviews, Fin Management, Marketing, Risk Management & Talent Identification.

ATKV (Afrikaanse Taal en Kultuur Vereniging), 1st October 2013 to September 2016 – **Manager: Marketing and Conference Sales.** Marketing of ATKV resorts & conferencing facilities; Brand marketing; Negotiate deals with Government, Parastatals, Political Parties & Unions; Exhibitions; Manage business relationships; Financial Management and Administration; Budget Control; Procurement of supplies, material and equipment; Logistics; Contract Management; Policy Management and Implementation.

ATKV (Afrikaanse Taal en Kultuur Vereniging), 20th August 2007 – 30th September 2013 – **Manager: Administration & Facilities Management.** Financial Management and Administration; Procurement of supplies, material and equipment, Logistics; Risk Management (Facilities); Management and Administration of the Evacuation Plan; Asset Management; Management and administration of Auxiliary Services; Security Services, Evacuation & Emergency Planning; Building Administrator; Facilities Management; Contract Management; Policy Management and Implementation.

Self-employed, February 2007 – 19th August 2007 – **Entrepreneur/Farmer.** Running my own farming business as entrepreneur consisting of a piggery, lucerne and tomato crop and drip irrigation farming within the NCape Province in South Africa. Management, procurement, crop irrigation systems management, personnel management, soil analysis, logistics, bookkeeping, etc.

Ngubane & Company, 6th Oct'06 to Feb 2007 – **Principal Consultant Act Head Provincial Government & Municipalities Stream**

Management and Logistics Management; Identify Business Opportunities; Prepare tender responses; Prepare and give presentations (Procurement and Asset Management Solutions); Document solutions for clients; Implement Public Sector Consulting solutions for clients; Give training and ongoing support to clients; Consult for project team with respect to specialist area Procurement & Asset Management; Manage client relationships; Manage Project Teams (Limpopo, KZN and Western Cape Provinces); Performance, Risk and Contract Management.

Self-employed, 16th December 2005 to 05th October 2006 – **Entrepreneur/Farmer.** Running my own farming business as entrepreneur consisting of a piggery, lucerne and tomato crop and drip irrigation farming within the NCape Province in South Africa. Management, procurement, crop irrigation systems management, personnel management, soil analysis, logistics, bookkeeping, etc.

EISA (Electoral Institute for Sustainable Democracy in Africa), 01st July 2005 to 15th Dec. 2005 – **Technical Advisor (Manager) EISA in partnership with WSP International. (INTERPEACE) Contracted out as consultant to the NEC of Somaliland.** Planning & implementation of the Operational side of the Electoral Process with respect to the Electoral Law and the Somaliland National Electoral Commission's structure, systems & procedures. Strengthen existing systems and the development of new systems to support the electoral process, in particular **Logistics & Voting Station Infrastructure.** With the collaboration of WSP International, establish & monitor **sound financial controls** for all resources contributing to the Electoral Process. Coordinate with the project management team's finance officer to ensure financial reporting is accurate & timely to both the project management team and WSP's Nairobi Office. Participate in preparation of **monthly briefings & quarterly reports** to WSP International & the **Donor Steering Committee.** Responsible for the Development and Coordination of all logistical efforts throughout the electoral process, including but not limited to the recruitment of Electoral Personnel; Drafting of Policies, Procedures and Bid Documentation; Budget Preparation; **Proper Procurement** of all electoral supplies, materials and equipment; Distribution of Voting Materials; Project Manage and Implement **Electoral Logistics Systems** inclusive of **Warehouse management and administration;** Inventory Management; Election Security Role Out Plan; Election Transportation Plan; Mobilization of Electoral Observers; Collection and Tallying of Votes; Movement of Funds through the project (vendors, employees, trainees, consultants, etc.). Participate in the development of a training manual that captured among other things the operational aspects of the electoral process, which reflected the challenges and successes of the electoral process.

Self-employed, 1st July 2004 to 30th June 2005 – **Entrepreneur/Farmer.** Running my own farming business as entrepreneur consisting of a piggery, lucerne and tomato crop and drip irrigation farming within the NCape Province in South Africa. Management, procurement, crop irrigation systems management, personnel management, soil analysis, logistics, bookkeeping, etc.

Mchunu Mashinini and Associates, June 2002 to 30th June 2004 – **Manager Procurement Services & International Elections Management Corporate Services Consultant**

Manage, Administer and render Consultation Services to International Countries regarding the Administration and Management of **Elections Procurement, Logistics, Supply of materials and equipment;** Management of Production and freighting; Needs assessment missions; Situation Control Centre establishment; Asset Management and Administration; Procurement and Asset Management Systems Implementation; Fleet Management; Advisory Services on Corporate Governance; Elections Project Management skills transfer; Training, Quality Control Assessments; Human Resource Management; Protocol and Security Services; Asset Audit System Verification and Implementation, and Corporate Services and Office Administration.

IEC South Africa, 01st April 2001 to June 2002 – **Deputy Manager: Asset Management.** Produce a fixed asset register for justification of financial expenditure. Ensure that all accounting compliance satisfy the criteria of the Public Finance Management Act (PFMA). Ensure that proper security standards are adhered to regarding all assets throughout the IEC. Ensure the proper formulation and updating of policies, rules and regulations re Asset Management for the IEC. Manage and control the evaluation and implementation of an asset tracking system. Project Manage, direct and oversee an Asset Audit / Verification for the IEC; Budget implementation and Control as well as the implementation of Loss Control Policies for the IEC. **ESSENTIAL JOB ACTIVITIES included** Planning of short and long term strategic objectives; Setting priorities for utilizing resources; Formulating or adjusting policy; Checking work completion to a set standard and specification; Verifying the accuracy of calculations; Motivating team members in the task that they need to fulfill; Appraising performance of individuals; Considering appropriate staff development action; Problem solving; Generating rules and regulations; Assess / evaluate information for purposes of recommendation and Training of Staff.

IEC South Africa, 01st July 1998 to 30th March 2001– Deputy Director: Procurement. Responsible for the management of all procurement & provisioning administration activities; development of all procurement policies in line with Government Act's & Procedures; Ensuring effective efficient logistical support to all departments on National & Provincial levels. Responsible for the whole purchasing process regarding procurement, tendering, terms and conditions and order preparations; Responsible for setting of goals, objectives and key performance areas, i.e. set goals, monitor and revise goals and measure performance; Responsible for financial management of all co-source tenders and contracts, contractual negotiation, vendor liaison and the review of contracts for the IEC; Manage a staff complement, which oversees the area of quotations & tenders, orders & contracts, accounts & claims and provisioning administration; Responsible for the Tender Evaluation Process as Chairperson of the IEC Tender Evaluation Committee ensuring compliance to State Tender Board rules & regulations;

Co-ordinate the implementation and amendments to procurement policies in terms of guidelines received from internal and external organizations; Responsible for the draft and implementation of general provisioning administrative guidelines in conjunction with the National Exchequer Act and Treasury Regulations & Instructions; Responsible for the draft and implementation of job descriptions for provisioning administration personnel which included training schedules; draft and implement a departmental business plan for the procurement division of the IEC. Responsible for the **recruitment** of staff with a knowledge base of ordering, contract, tenders, quotations and procurement administration according the guidelines of the various acts governing the IEC. Establish MIS which informed the IEC on the performance of the Procurement Directorate and develop an information database with regards to suppliers, contracts and tenders; Establish procurement capabilities in provincial offices in conjunction with provincial electoral offices; Project Manager Procurement ERP; Compile & implement tender box procedures, Develop management reports, Perform Procurement & Asset Management Audits & close out activities. Management and control of Pre-order, Order and Post-order admin. Compilation of a Procurement Concept, Basic & Detail Plan, Verification & management of budget as well as ERP Training.

Corporate Services Gauteng Prov. Government, 01st October 1996 to 30th June 1998 – Assistant Director: Finance & Admin. Manage the components Personnel Administration, Auxiliary Services, Provisioning/Procurement Services, Internal Audit, Secretarial Services, Security Services, Training, Financial Services and Record Services / Registry. Providing an effective administrative service utilizing proven tools, techniques and consistently documented systems to support the ongoing administrative objectives. Responsible for the general administration of State money and property; **Co-manage the Provincial Information Technology budget (Approximately R64,5 million)**; Collecting, summarize and evaluate information on estimates of program managers for submission to the accounting officer. Reporting directly to the Chief Director on anything considered irregular. Serve as a Co-Financial Manager. The issuance of departmental instructions, which are consistent with financial regulations and/or Treasury Instructions pertaining to collection, receipt, custody and payment of all State moneys. Implement procedures to improve financial accountability and improve budgetary processes. Financial management of all co-source tenders and contracts, Contractual negotiation, vendor liaison and review contracts for the Chief Directorate: Information Technology and on behalf of user Departments. Training: Employ sound professional training techniques, which achieve business objectives. Co Project Manager for the Gauteng Provincial Government: IT reference: Asset Audit, Tender GT 332 MI.

Secretariat of Defense, 02nd May 1996 to 30th Sept. 1996 – Asst. Dir. Log Strategy Cat 2 Mat. Directing and overseeing of Material/Strategy and Material contract-related activities to ensure that government policies related to resource and labour management are implemented within the Defense family as well as the use of approved technical standards for certain material-related activities in the National Defense Force.

Government of SA (Departments Education Ex House of Reps, Budgetary & Auxiliary Services Ex House of Reps and Public Works) & Other, 28th October 1986 to 30th April 1996
Designation – Various. In addition to the above for the period between October 28, 1986 and April 1996 I held positions with the **Department of Public Works as** Senior Provisioning Administration Officer/Control Officer (Security); **House of Representatives as** Senior Provisioning Administration Clerk; **Feris Builders & Sons** Namibia as Administration Manager; **Old Mutual Pty Ltd** as full time Representative (Financial Advisor) and **House of Representatives as** Senior Provisioning Administration Clerk.

Contactable References

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