

# CURRICULUM VITAE

## LOYISO KOBO

### My career goals:

I would like to be part of an organization where I can put my combined knowledge in Industrial and Systems Engineering, Wordpress Web design, & development along with Telecommunications planning where required. The job I am applying for is a good opportunity, it would enhance my skills and strengthen the execution and implementation of planned strategies. I would also be of use in applying time management, planning and problem-solving skills that I have acquired from my work experience and the course I have studied. I am well trained in working with diverse teams and leading successful projects within given time constraints. I also have experience in using Adobe packages such as Photoshop, illustrator and premier.

I would also like to make my knowledge of systems formation for overall productivity useful along with design skills from adobe design packages. I am a creative individual who is determined to spend time on a problem to find a suitable solution. I am very adaptive and enjoy learning & communicating with people.

### Personal Information

Surname: Kobo

First Names: Loyiso Bill

Title: Mr

Home address: 4 Shiraz Court

New Street

Durbanville

7550

Cell number: 067 852 7954

Email: loykobo@gmail.com

Date of birth: 1998-01-22

Age: 24

Identity number: 9801226122085

Nationality: South African

Marital status: Single

Health: Good

Driver's license: learner's license code B

Criminal record: None

## Education and Qualifications

### Tertiary Education

Institution: Cape Peninsula University of Technology

Address: PO Box 652

Cape Town

8000

Programme: National Diploma: Industrial and Systems Engineering

Status: Completed

Subjects passed:

Communication Skills 1

Electro-Technology 1

Mathematics 1

Mechanical Engineering Drawings 1

Mechanics 1

Mechanical Manufacturing Engineering

Mathematics 2

Manufacturing Relations 2

Production Engineering: industrial 1

Mechanical Manufacturing Engineering 2

Quantitative Techniques 1

Engineering Work Study 1

Computer Aided Draughting 1

Costing 2

Engineering Work Study 2

Mathematics 3

Production Engineering 2

Quality Assurance 2

Automation 3

Engineering Work study 3

Facility Lay-out and Materials Handling 2

Industrial Accounting 3

Industrial Leadership 3

Operational Research 3

## Languages

Speak: English (good), Xhosa (good), Zulu (good)

Read: English (good), Xhosa (good), Zulu (good)

Write: English (good), Xhosa (good), Zulu (fair)

Skills gained during my studies: Engineering drawing (AutoCAD)

Ms Excel

Ms Word

Ms Power point

Ms Project

Photoshop

Adobe illustrator

InDesign

Communication Skills

Leadership Skills

Institution: Harvard University, online through Edx.org

Address: learning.edx.org

Programme: CS50 (introduction to computer science)

Status: In-progress

Duration: February 2023 – December 2023

### Interests:

Hobbies: to be exact my hobby is using interfaces such as adobe illustrator, photo shop and in-design since drawing and design has been a part of my life from a young age. I also own a clothing brand which has designs that I have created myself using these interfaces, & I have started to scale it this year.

### Key Competencies and Skills:

#### Professional skills:

- Good written and oral communication skills.
- Creative thinking when using design interfaces.
- Tech-savvy.
- Fast & determined learner.
- Ability to identify and improve bottlenecks and rearranging of workstations to be most effective.
- Decrease time of operations using time study methods.
- Ability to collect, manage, analyze and interpret data, and thereafter produce conclusions and recommendations.
- Creative, insightful and innovative.
- Coordination – Team working skills.
- Analytical thinking.
- Quantitative skills.
- Cost Analysis.
- Quality Control and Quality Assurance.
- Layout Planning and Design.
- Cost Analysis.

- Ability to record and establish standard times for operations.
- Design process layout.
- Project planning and management.
- Interpersonal skills

#### Work Experience:

Employer: Two a Day (Pty) Ltd

Address: 1 Villiersdorp road

Grabouw

Telephone: 021 859 7500

Job title: Industrial Engineer

#### Responsibilities and tasks:

- Reducing bottlenecks and increasing effectiveness and efficiency of system
- Standardization of systems & processes using lean six sigma
- Establishing time standards for operations
- Using lean six sigma principles & tools for solutions formulation, problem identification & process improvement.
- Carrying out method studies for system and process improvement
- Using technical expertise to solve productivity related problems.
- Project strategizing and thorough planning
- Time Studies (Personnel and staff; Machines and Equipment; Processes; etc.)
- Health and safety reports and presentations with key focused on high-risk areas. (BRC Standards; HACCP standards, OSHA standards.
- Output and throughput evaluation and improvement.
- Operations on Internal Quality and Texture Sorter (IQS)
- Lean Manufacturing (Waste Reduction and packaging material improvements etc.)
- In charge of carrying out projects and beating deadline

## Skills gained

- Extensive planning and execution of strategies
- Implementation of lean six sigma tools to eliminate waste processes from systems & improve productivity
- Advanced use of Ms Excel
- Critical thinking approach to solving problems
- Breaking down and understanding complex problems
- How to behave and work professionally
- Advanced use of Auto-CAD
- Actual time studies and activity sampling
- Process analysis
- Communication between super-visor and floor employees
- Organizing information
- implementation of planned strategies

Period of employment: 06 April 2020 – 26 May 022021

Employer: Bermuda Garb (start-up)

Address: 1st Floor Theresa Court

37 Durban Rd

Bellville

7530

Contact details: [bermudagarb@gmail.com](mailto:bermudagarb@gmail.com)

@bermuda\_garb

<http://bermudagarb.com/>

Job title: Assistant brand administrator

### Responsibilities and tasks:

- Managing supply chain of material
- Website development & design
- Closing deals with suppliers
- Acquiring prospective clients
- Managing the brands photoshoots
- Creative director in project

### Project planning and execution

Employer: Moladira Skills

Address: 14 Rhodes Park, 29 Rhodes Avenue

Florida Park

Johannesburg

1710

Job title: Junior Network Planner

Worked for Moladira Skills as a Fibre optics network planner for CorelineEngineering Solutions (fibre distribution company).

Address: Car Sportica Crescent & Bill Bezuidenhout Avenue

Bellville

Cape Town

7530

Telephone: +27 82 310 4685

## Job Title: Junior Network Planner

### Responsibilities and tasks:

- Responsibilities include defining project tasks.
- Develop and manage full scale project plans and changes to achieve project objectives
- Plan and schedule project timelines, track project deliverables using appropriate tools
- Provide direction and support to project team and coordinate efforts to resolve issues.
- Monitor and report on progress to all stakeholders.
- Planning and design of routing according to the main network design layout. (High level)
- Planning and calculation of required cable types, i.e. size for various routing levels (Feeder, Link, Retractable, etc.)
- Producing accurate product measurements & quantities according to plan.
- Partner and collaborate with other functional areas as needed (Customer Service, Operations, Surveyors, etc...)
- Producing accurate, cost-effective design within a set amount of time.
- Be responsible for updates, amendments & accuracy for areas they have planned for or areas designated to.
- Learn and adapt to new innovative designing as we improve on our network layout and design.
- Adherence to Design, methodology, quality & standard
- Accurate Planning High-level Designs, Block Plans & Fibre Splicing Plans.
- Process improvement.



## References:

1. Mr SI Mseleku – Teacher at Mandela School of Science and Technology

Address: PO Box 53053  
MTHATHA  
5099  
Telephone: 047 495 0113

2. Mr M Gxamza – Lecturer at Cape Peninsula University of Technology

Address: PO Box 1906  
Bellville  
7535  
Telephone: 021 959 6911

3. Mr W Ngetich – Lecturer at Cape Peninsula University of

TechnologyAddress: PO Box 1906  
Bellville  
7535  
Telephone: 021 959 6911

4. Mr I Adams – Operations planner at Two a day ltd

Address: Two-a-Day Group Ltd  
1 Villiersdorp Rd  
Elgin, Grabouw  
7180  
Telephone: 021 859 7684

5. Mr MM Mokgonyane – Line Manager and Team lead at Corelinefibre group

Address: Car Sportica Crescent & Bill Bezuidenhout Avenue

Bellville

Cape Town

7530

Telephone: 073 078 7234

6. Mr D James – Managing Director at Moladira Skills

Address: 14 Rhodes Park, 29 Rhodes Avenue

Florida Park

Johannesburg

1710

Telephone: 071 891 0410