Etienne Pretorius

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**PROFESSIONAL SUMMARY**

I have a strong track record of success delivering strategic improvements and operational efficiencies that drive business growth. In leadership roles, I’ve managed multiple factories, optimized HR systems, and implemented process controls that resulted in significant cost savings and increased production capacity. My ability to navigate complex business environments and lead cross-functional teams to achieve strategic objectives has been a key factor in my success.

I have effectively integrated innovative technologies into business processes, which has been supported by my experience developing and executing comprehensive business plans, regulatory documentation, and strategic proposals. These skills have been critical in aligning business operations with both growth and compliance.

My skills span across various domains such as regulatory compliance, business management, and project management—managing projects up to R4 million at PPG Industries and R1 million at Valspar. I’ve successfully handled responsibilities in lean manufacturing, inventory management, and production forecasting, working with large-scale financial and stock control measures.

These accomplishments, along with my proficiency in key business tools such as Microsoft Excel, position me as an asset for roles that require leadership, strategic insight, business analysis and operational expertise.

**KEY SKILLS AND COMPETENCIES**

* **Management and Compliance:** Organizational advancement, Performance management, Ensured regulatory compliance, Change management, Compiled regulatory documentation
* **Strategic and Business Management:** Expertise in senior management roles, overseeing operational and HR functions, Business strategy, Business management, Stakeholder management, Comprehensive business plans, Compiled strategic proposals
* **Financial and Analytical Skills:** Budgeting and forecasting, Analytical techniques and research, Financial analysis, Business analysis, Organizational advancement, Achieving cost reductions and capacity increases
* **Operational Excellence:** Operational management, Lean manufacturing, Production management, Inventory management, Managed multiple factories, Implemented process controls, Streamlined HR systems, Achieved significant cost savings, Increased production capacity
* **Technical and Analytical:** Data analysis, SQL (basics), Microsoft products, Generative AI, Certified in Generative AI and Responsible AI principals, Driving forward thinking solutions, Analytical techniques and research, Ensured regulatory adherence, Perform strategic analysis
* **Project Management:** Managed projects up to R4 million, Improving manufacturing and operational processes.

**WORK EXPERIENCE**

**Freelance Technical Writer January 2017 – Present**

Key Responsibilities:

- Developed technical, legal, business, and academic writing for a diverse client base.

- Managed complex projects requiring high-level writing skills and strategic thinking.

Achievements:

- Provided technical and legal documents for high-profile clients, with a portfolio of work available upon request.

**Head Of Human Resources – PBC Group (Pty) Ltd January 2018 – Present**

Key Responsibilities:

- Managed HR systems, compliance, and talent management for clients ranging from 10 to over 400 employees.

- Developed and implemented training programs, performance management systems, and organisational structures.

Achievements:

- Delivered successful HR audits for 95% of retainer clients.

- Achieved a 100% success rate at CCMA hearings.

- Implemented employee wellness programs and competitive compensation plans.

**Senior Manufacturing Manager – PPG Industries February 2016 – March 2018**

Key Responsibilities:

- Managed operations of four factories, overseeing production, maintenance, quality control, and inventory.

- Controlled an operational budget, ensuring year-on-year savings and increased production.

Achievements:

- Reduced operational expenditure by R10 million (14.25% savings).

- Increased manufacturing capacity by 25% annually.

- Improved first-time-right quality by 75% and reduced the reject rate to under 1%.

**Head Of Human Resources – EPIC HR January 2006 – April 2016**

Key Responsibilities:

- Managed HR operations, including employee relations, training, and organisational design.

- Ensured legal compliance and structured organisations to meet business goals.

Achievements:

- Managed HR for clients with up to 400 employees.

- Successfully handled all industrial relations, achieving 100% success at CCMA hearings.

**Inventory Control Manager – Valspar July 2012 – February 2016**

Key Responsibilities:

- Oversaw inventory control and warehouse management for three factories.

- Managed the logistics of raw materials and finished goods.

Achievements:

- Reduced distressed inventory to global standards.

- Managed a warehouse valued at R68 million.

**Factory Manager – Valspar April 2007 – July 2012**

Key Responsibilities:

- Managed production and team operations across three factories.

- Implemented production and cost control measures to ensure efficiency.

Achievements:

- Increased productivity to over 60 kilograms per man-hour.

- Maintained a reject rate of less than 1% over a 9-year period.

- Implemented lean manufacturing processes, including 5S and a three-shift system.

**Factory Manager – Chemical Specialities June 2002 – January 2006**

Key Responsibilities:

- Managed inventory, warehousing, and logistics for multiple sites.

- Led production teams and ensured seamless factory operations.

Achievements:

- Commissioned new production equipment, optimizing factory operations.

- Redesigned production flow, significantly improving efficiency.

**Production Controller – Barloworld Coatings SA (Pty) Ltd January 1993 – June 2002**

**EDUCATION**

- Master of Business Administration (MBA), Henley Business School (2010)

- Bachelor of Laws (LLB), University of South Africa (2020)

- BTech in Production Management, Durban University of Technology (2002)

- Higher National Diploma in Production Management, Natal Technikon (1998)

- Matric, New Forest High School (1988)

**CERTIFICATIONS**

- Generative AI Fundamentals, Google Cloud (October 2023)

- Responsible AI, Google Cloud (October 2023)

- Managing Project Stakeholders, LinkedIn (June 2022)

- Applying AI Principles, Google Cloud (October 2023)

- Introduction to Large Language Models, Google Cloud (June 2023)

**SKILLS**

- Business Strategy & Legal Compliance

- Operational & Production Management

- Lean Manufacturing & Process Improvement

- Financial Analysis & Budget Management

- HR Management & Talent Development

- Microsoft Excel, SQL (Basics), AI Technologies