

TERENCE WESSELS

COVER LETTER

+27 83 443 5390



twessels90@gmail.com



Linkedin/in/**username**



Johannesburg, Country



Add the body of your application letter here

Sincerely

Terence Wessels

TERENCE WESSELS

PROFILE

A dynamic and results driven Information Technology Professional who works very well under pressure. A very fast learner, committed to achieving and exceeding what is expected of me, while remaining focused on the quality of work I provide. Excellent interpersonal-, communication- and negotiation skills are personal traits I cherish, and I enjoy being part of a successful and productive team that thrives in challenging working environments.

WORK EXPERIENCE

Dec 2018 – Present | Application Developer

CBI Electrical, City, South Africa

- Establishing a detailed program specification through discussion with clients.
- Clarifying what actions, the program is intended to perform.
- Breaking down program specification into its simplest elements and translating this logic into a programming language.
- Devising possible solutions to anticipated problems.
- Working as part of a team, which may be established purely for a particular project to write a specific section of the program.
- Engaging work clients within the company on a daily basis to get a broader understanding of inner workings of the company and how the programs can assist in achieving broader efficiencies and meeting customer needs.
- Combining all elements of the program design and testing it.
- Testing sample data-sets to check that output from the program works as intended.
- Conducting testing and installing the program into production.
- Reacting to problems and correcting the program as necessary.
- Evaluating and increasing the program's effectiveness.
- Adapting the program to new requirements, as necessary.
- Conducting user-acceptance testing to ensure the program can be used easily, quickly and accurately.
- Writing detailed documentation for the operation of the program by users and computer operators.
- Consulting manuals, periodicals and technical reports to learn new ways to develop programs and maintain existing skills and knowledge.
- Updating, repairing, modifying and developing existing software and generic applications.

EDUCATION

YYYY – Present | BCOMPT

University of South Africa (UNISA)

YYYY | Matriculation/Grade 12

Dr. EG Jansen

CERTIFICATIONS

Bachelor of Commerce in Business
Management

Microsoft Certified Solutions Developer

Microsoft Certified Solutions Associate

Microsoft Certified Professional

TECHNICAL SKILLS

Extensive ERP experience

C#

ASP.Net

Windows CE

Crystal Reports

SQL Server

Javascript

CSS

HTML

Object Orientated Design of Systems

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WORK EXPERIENCE (Continued)

Sept 2014 – Nov 2018 | BPCS Officer (Business Planning Control Systems)

CBI Electrical, City, South Africa

AS/400 User Profile maintenance:

Disabled user profiles deletion

Removal of profiles for users that have left

Limited capabilities checked

Disable user profiles that are no longer using system

BPCS:

Verify BPCS security authorisation of users

Transaction effect maintenance

1 x Per year BPCS access to maintenance programs

Reason code maintenance

AS400 Query reports

Table code maintenance

On-going support on BPCS

Item class maintenance

BPCS user licences (monthly)

Item type maintenance

Supervision of BPCS input clerk

Buyer / Planner maintenance

Training of new users on BPCS

CL maintenance for day end / month end / year end

Clean-up BPCS database

Check time frame selection at month end

Promotion and Deal set-up

I.T Stock-take preparation

Warehouse master maintenance

BPCS Calendars maintenance:

Mps

Production (PRDPERP)

Forecast

Promotion

Shopfloor

General Admin:

Filing of all I.T documentation

Capital Votes (Initiate purchase order etc)

I.T. Consumable administration

Asset verification of I.T department

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Jun 2012 – Aug 2014 | BPCS Administrator (Business Planning Control Systems)

CBI Electrical, City, South Africa


- Daily BPCS administration.
- Daily administration of inventory control (INV) on the AS400.
- Daily administration of materials requirements planning (MRP) on the AS400.
- Daily administration of bill of materials (BOM) on the AS400.
- Daily administration of routings (SFC) on the AS400.
- Daily cost adjustments of all products on the AS400.
- Have a strong working relationship with the engineers and the understanding of reading drawings and the requirement for each product structure.
- Filing of all BPCS item masters, routings, structures.
- Stock take auditing.
- Implementation of all ECP's.


May 2009 – May 2012 | Data Capturer & QC

CBI Electrical, City, South Africa

- Administration & monthly utilization.
- Writing of reports.
- Monitoring of productivity, efficiency, overall machine efficiency, downtime hours, monthly scrap % monthly scrap value.
- Analysing of components.
- Analysing and testing of materials.
- Intranet queries.
- Observation of AS400 to see locations of stock.

REFEREES

Mr/Mrs Smith
Company name
Position
 Number

Mr/Mrs Smith
Company name
Position
 Number