



📍 Pretoria, South Africa
📞 +27849521395
✉️ pdbekkeruj@gmail.com

Summary:

I am a results-driven logistics and distribution professional with over 8 years of experience in warehouse coordination, inventory management and supply chain operations. I am a strong communicator and dedicated team player with a consistent track record in meeting performance targets. I am passionate about continuous improvement and professional growth.

Linkedin:

<https://www.linkedin.com/in/neil-bekker-4154867a/>

GitHub Account:

<https://github.com/pdbekkeruj>

Virtual CV:

https://pdbekkeruj.github.io/NeilBekker_V-CV/

Neil Bekker

BComHons Logistics Management | University of Johannesburg

BCom Strategic Supply Management | University of South Africa

PROFESSIONAL EXPERIENCE

October 2022 - Current

National Distribution Lead - Universal Paper & Plastics | Ga-Rankuwa, South Africa

- Managing our distributor sites (Megamor, L&B, SGX and Vital)
- Ensure compliance and maintain standards with SLA
- Stock management and control at our distributors
- Planning the replenishment at our distributors
- Communication and conflict resolution
- SAGE X3 - Enterprise Resource Planning

July 2018 - September 2022

Sales Administrator - Universal Paper & Plastics | Ga-Rankuwa, South Africa

- Capturing and booking orders for delivery (PnP, Shoprite, Clicks, Woolworths, PEP and drop shipments)
- Liaising with Sales Representatives
- Following up on deliveries to the Distribution Centre's, companies and individual customer deliveries
- Resolving customer queries and providing advice
- Working with my team to meet and exceed the Sales
- Meeting our Departmental Goals as specified in our Key Performance Indicators (KPIs)
- Preparing the Distribution Schedule for deliveries daily

February 2018 - July 2018

Project Coordinator - Universal Paper & Plastics | Ga-Rankuwa, South Africa

- Managing projects under the directive of the Supply Chain Executive
- Report findings to the Supply Chain Executive
- Conducting Time Studies in Finished Goods to ensure enough resources dedicated to operations

August 2017 - February 2018

Raw Materials Manager - Universal Paper & Plastics | Ga-Rankuwa, South Africa

- Managing the efficient and effective flow of operations in the Raw Materials Department
- Managing a group of seven people in the Raw Materials Department
- Forecasting Raw Materials Requirements
- Communicating the departmental requirements to Procurement
- Safety Representative for Raw Materials and Finish Goods

References:

Universal Paper & Plastics

Mr Michael Hogg: +27 72 353 2451

Cell C:

Mr Danie janse van Rensburg: +27 62 656 5916

Skills:

- Motivated Team Player
- Warehouse Coordination and Support
- Purchasing Orders and Requisition
- Shipment Receiving
- Recordkeeping and Documentation
- Staff Training
- Stocking and Replenishing
- Shipping and Receiving
- Inventory Management and Planning
- Safety Procedures
- Computer Skills
- Microsoft 365 (Office, Word and Excel)
- Microsoft Windows and Linux operating systems
- Strong written and verbal communication skills
- Strong listening, decision-making and problem-solving skills
- Excellent interpersonal skills
- High emotional intelligence and respect for peers
- Fluent in English and Afrikaans

August 2011 - December 2011
Administration Clerk Cell C | Pretoria, South Africa

- Stock control of cellphones
- Banking
- Claims and repairs
- Cellphone repairs soliciting and expediting
- Answering the store telephone and advising customers

EDUCATION AND TRAINING

2017
Bachelor of Commerce Honours (BComHons) | Logistics Management
University of Johannesburg, Johannesburg

2015
Bachelor of Commerce (BCom) | Strategic Supply Management (Cum Laude)
University of South Africa, Pretoria

Bachelor of Science (BSc) | Information Technology (Currently Enrolled)
Distance Learning
North-West University, Potchefstroom

2010
National Senior Certificate
Hoërskool Overkruin

LANGUAGES

Afrikaans: First Language

English: C2
Proficient

ACADEMIC ACHIEVEMENTS AND PROJECTS

- 100% High School Attendance Certificate
- Won the Faculty of Management prize for best poster in Research Methodology in 2016 at the University of Johannesburg
- Member of the Golden Key International Honour Society – Top 15% in my field of study at North-West University in 2022
- SPCA C# project in CMPG 223 (Systems Analysis and Design II) at North-West University in the year 2023; final module mark: 73%
- BBC Database project in CMPG 311 (Databases) at North-West University, completed in the year 2024; final module mark: 80%
- Airbnb SQL project in CMPG 321 (Advanced Databases) at North-West University, completed in the year 2024; final module mark: 90%