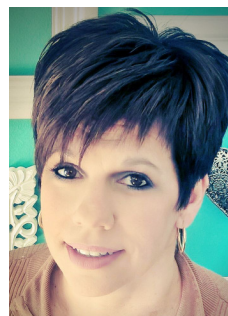


# Annemie van Zyl

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Personal Information	Date of Birth	7 <sup>th</sup> November 1967
	Identity Number	671107 0035 080
	Nationality	South African Citizen
	Drivers License	EB 0
	Marital Status	Married
	Children	Three
	Health	Excellent
	Home Language	English / Afrikaans
	Other Languages	Tswana (speak - limited)
Experience	2013 - Currently Momentum – OCSA (Pty) Ltd	

## **Occupational Health Business Manager – Garden Route, Free State & Northern Cape**

### Key Performance Areas:

- Ensure operational processes meet the client contract requirements
- Financial Procedures & Monthly Sales Reports
- Projects Co-ordination
- Establish & Manage an Occupational Health Network Nationally
- Legal compliance & quality assurance audits at various Walk-in Clinics & Network providers
- Evaluation of Policies, procedures and standards

**Marketer****Key Performance Areas:**

- Analyse the characteristics and needs of the potential customers
- Prepare and send quotes to various clients and where needed assist with tenders
- Determine a marketing communication strategy for the regions

2007 - 2013 Occupational Care South Africa (OCSA) SA – Nationally & Internationally

**Project Coordinator – Training Facilitator - Occupational Health Nurse****Key Performance Areas:**

- Client liaison
- Contract Service Delivery
- Financial Procedures
- Administration
- Projects Co-ordination
- Legal compliance & quality assurance audits
- Monthly - and annual reports

**Marketer****Key Performance Areas:**

- Organizing the marketing activities for the region
- Analyse the characteristics and needs of the potential customers

**Training Facilitator/Assessor**

- Currently training facilitator for the following OCSA short courses: Audiometry, Family Planning & Vision screening
- Other areas: HIV/Aids, Care worker refresher training, Health & Safety, Health Risk Assessment & Biological monitoring

**Key Performance Areas:**

- Comply with all ETQA requirements
- Assessment of candidates
- Participate in course reviews & evaluation process

2003 – 2007 Occupational Care South Africa (OCSA) – Cape Town (SA)

**Occupational Health Coordinator – Southern Africa****Key Performance Areas:**

- Implement a legal compliance medical surveillance program
- Implementation group requirements
- Marketing and training of Health Services programs and requirements
- Implement Health & Wellness promotion programs
- Primary health care advisory service
- Budget control

1997 - 2001                      Med Acres Clinical Services CC   - Kempton Park

### **Community Health Clinic Manager/Owner**

Education	1985	<i>Potchefstroom Gymnasium High School</i>	<i>Potchestroom</i>
	▪	Grade 12	
	1986 - 1989	<i>Potchefstroom University</i>	<i>Potchefstroom</i>
	▪	Degree in General Nursing, Midwifery, Psychiatric Nursing & Community Health	
	1991	<i>Department of Health</i>	<i>Pretoria</i>
	•	Certificate in Geriatric Nursing	
	1994	<i>Ely Lilly</i>	<i>Isando</i>
	•	Diabetes (No certificate)	
	1998	<i>Department of Health</i>	<i>Germiston</i>
	•	Expanded Procedure for Immunization in South Africa (EPI)	
	2000	<i>Servier</i>	<i>Isando</i>
	•	Hypertension & Diabetes	
	2001	<i>Burgess &amp; Finch</i>	<i>George</i>
	•	Aromatherapy (No certificate)	
	2002	<i>OCSA</i>	<i>Rivonia - Johannesburg</i>
	•	Management Training (No certificate)	
	2002	<i>Durban Institute of Technology</i>	<i>Isando</i>
	•	Audiometry	
	2004	<i>CS Holding</i>	<i>Cape Town</i>
	•	Front page Web design	
	2004	<i>MarcusEvans</i>	<i>Sandton</i>
	•	Facilities Disaster & Emergency Preparedness	
	2003	<i>SBuys Training &amp; Development Academy</i>	<i>Cape Town</i>
	•	Dispensing Course	
	2004	<i>MarcusEvans</i>	<i>Cape Town</i>
	•	Managing Disease in the Workplace	
	2005	<i>Labour Guide</i>	<i>CapeTown</i>
	•	Occupational Health & Safety course – Management's responsibilities	
	2005	<i>People Management</i>	<i>Cape Town</i>
	•	HIV/Aids training for Wellness Coaches	
	2006	<i>OCSA</i>	<i>Cape Town</i>
	•	Spirometry	
	2008	<i>Tandem Training</i>	<i>Kempton Park</i>
	•	Leadership Development /Emotional Intelligence	
	2010	<i>CCI College</i>	<i>Randburg</i>
	•	Assessor Course	
	2010	<i>Department of Health /OCSA</i>	<i>Port Elizabeth</i>

- Family Planning Course  
2010                      *University of Pretoria*                      *Randburg*
- Workplace Drug Testing
  
- 2011                      *OCSA: Academy of Excellence*                      *Alberton*
- Vision Screening
- 2011                      *CCI College*                      *Randburg*
- Focus on Facilitation Programme
- 2011                      *Parexel*                      *George*
- Introduction to GCP – Level 1
- 2012                      *OCSA: Academy of Excellence*                      *Alberton*
- Health Assessment
- 2012                      *OCSA: Academy of Excellence*                      *Alberton*
- Audiometry & Vision screening
- 2012                      *Stellmed*                      *Stellenbosch*
- Short course in Cervical Cytology
- 2014                      *Department of Health*                      *George*
- Insertion of Subdermal Implants

#### **Other Short Courses**

MS Word, Excel & Power Point (Advance level)

#### **Motivation**

I am married and have three children (20, 19 & 17 years old) whom I love dearly

My passion for people, make me believe that if I tackle any projects coming my way with enthusiasm I can make a difference to the world, doesn't matter how small my contribution

#### **References**

Leagh Mitchell – Previous National Operational Executive: +27 72 957 5580

Agatha Pretorius – Previous MD Occupational Care South Africa (Pty) Ltd  
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