**CURRICULUM VITAE**

**EXECUTIVE SUMMARY**

I was retrenched in September 2014 and that is when I decided to use my technical skills and be self-employed doing general maintenance and electrical repair work. Having completed my trade test as an Electrician in Feb 2014 it was the logical thing to do. I continue to do photography but only as a hobby and for international clients from time to time.

As a highly motivated and results driven individual Skilled in numerous fields including the media industry in which I worked for almost 16 years. I started out after being headhunted while studying Computer Systems, for the IT department at Beeld Newspaper. I assisted photographers over weekends transferring images for deadline and also taking pictures. Within a short while I was freelancing doing sport photography for Rapport newspaper. 2005 I was offered a position as a fulltime photographer at the newspaper. In 2008 I won the Sasol Springbok photographer of the year. Various awards followed. I have been able to make career changes very successfully and can achieve anything I put my mind to. Having the ability to handle complex assignments effectively and possessing the confidence to work as part of a team or independently. Excellent interpersonal, communication and negotiation skills, the ability to influence decisions and develop positive relationships both internally and externally.

**General**

Budget preparation

Commercial Awareness

Initiative/Self-Motivation

Drive

Planning & Organising

Creativity

Team Player

**Managerial Skills**

Supervisory skills

Decision making

Managing budgets

Management Fixed Assets

Conflict resolution

Time Management

Accuracy

**Personal**

Attention to detail

Good Communication skills

Problem solving

Analytical methodology

High levels of integrity

High Stress tolerance

Computing Skills

**PERSONAL INFORMATION**

|  |  |
| --- | --- |
| **Surname:** | Nieuwenhuizen |
| **First name:** | Craig |
| **Nationality (Ethnic):** | South African |
| **Date of birth:** | 25 February 1977 |
| **ID – Number / Passport No** | 770225 5108 08 0 |
| **Home Language:** | English |
| **Other Languages:** | English and Afrikaans |
| **Address:** | 1 Villa Lecile,539 Braam Pretorius Street, Magalieskruin, 0181 |
| **Gender (Male/Female):** | Male |
| **Driver’s License:** | Code EB |
| **Availability:** | Immediately |
| **Current Salary:** | Fluctuates due to self-employment |
| **Salary expectations:** | Neg |

**TERTIARY QUALIFICATIONS**

**Institute** : **Indlela Trade Test Centre**

**Qualification** : Electrician

**Year** : February 2014

**Subjects**  : Installation and wiring of wire ways.

Inspection and testing of electrical motors.

Circuit design and testing of 3 phase motor controls.

Testing and wiring of pre- manufactured starter motors.

Fault tracing and rectification of electrical circuits.

**Institute** : **Institute for the Advancement of Journalism**

**Qualification** : Certificate

**Year** : June 2013 – May 2015 (Part time)

**Subjects** : Edit interactive media content

: Deliver interactive media content

: Design creative elements with digital photographic images

: Writing process to compose texts required in the business practice

**Institute** : **Pretoria West Technical College**

**Qualification** : N4

**Year** : 1995-96

**Subjects**  : N4 Subjects: Digital Systems

Electrotechnics

Industrial Electronics

Computer Principles

Mathematics

N5 Subjects: Digital Systems

Electrotechnics

Industrial Electronics

N6 Subjects: Industrial Electronics

**ACHIEVEMENTS**

2011 National Press Club Photographer of the year

2010 Transformation Forum Chairman Media24 for 2 years

2009 Sony Profoto Awards (Various Awards)

2008 Sasol Springbok photographer of the year

2003 Fuji Press Photographer of the year Sport portfolio highly commended

**SECONDARY EDUCATION**

**High School**  : **Pretoria Technical High School**

**Grade** : Matric

**Year** : 1994

**Subjects** : First Language, English (HG)

Second Language, Afrikaans (HG)

Mathematics (SG)

Science (SG)

Technical Drawing (SG)

Electricians work (SG)

**SUMMARY OF EMPLOYMENT HISTORY**

|  |  |  |
| --- | --- | --- |
| **COMPANY** | **POSITION** | **PERIOD** |
| Self Employed | Electrician / Maintenance | Sept 2014 – Current |
| BTC Bodies | Marketing and Sales representative | Feb 2017 – April 2017 |
| Foto24/Media 24 | Senior Photographer | May 2005 – Sept 2014 |
| Beeld/Media24 | Systems technician | Oct 1998 - April 2005 |

**DETAILED HISTORY EMPLOYMENT**

**Company** : **Self Employed**

**Position** : Electrician / Maintenance repairs

**Period**  : September 2014 – Current

**Permanent/Contract** : Permanent

**Project profile:**

* Maintenance of all Electrical systems within residential complex
* General repair work and maintenance
* Drywall installation
* Steelwork construction

**Responsibilities:**

* Electric fence, gate motors and intercom systems.
* Fault-finding and household electrical work. General repair work.
* Custom built gates or steelwork.
* Basic building repairwork

**Technologies used:**

* Fluke Multimeter
* Remote frequency programming
* Welder
* Power tools

**Reason for leaving:** Contract position

**Company** : BTC Bodies

**Position** : Marketing and Sales representative

**Period**  : February 2017 – April 2017

**Permanent/Contract** : Contract

**Project profile:**

* Created facebook profile
* Gathered web content
* Created web content

**Responsibilities:**

* Develop and maintain business relationship with current Customers and prospective Customers in the assigned market segment to generate new business for the organization.
* Expedited the resolution of Customer problems and complaints.
* Supply management with oral feedback on Customer needs, problems, interests, competitive activities, and potential for new products and services.
* Sell at Company prescribed price levels and only to deviate from this on management approval.

**Self-initiated tasks**

* Create a visible online media presence.
* Promote business via multimedia platforms.
* Email weekly promotion material to existing and visited customers.
* Video clips for promotional purposes

**Technologies used:**

* Windows operating system
* Adobe Master Suite
* Microsoft Office
* Photomechanic
* Dropbox, we transfer

**Reason for leaving:**  Contract work

**Company** : **Foto24/Media 24**

**Position** : Senior Photographer

**Period**  : May 2005 – September 2014

**Permanent/Contract** : Permanent

**Project profile:**

* Daily images for publication
* Social Media posts
* IT support for colleagues
* Budget preparation
* Image archiving
* Equipment purchases
* Manage Camera repairs with supplier

**Responsibilities:**

* News, Sport and Feature pictures
* Electronic transmission of images to meet strict deadlines
* Edit images in Adobe Photoshop according to editorial standards
* Web gallery compilation for publication
* Published image galleries to the web
* Analyzed operating practices and procedures to create and revise existing methods
* Yearly budget compilation
* Stand in for manager when not in the office
* Video for the web
* IT requirements for photographer across Foto24
* IT support for all 32-photographer’s country wide
* Archived daily pictures for database
* Occasional writing for various departments of the newspaper.

**Technologies used:**

* Windows operating system
* Microsoft Office
* Photomechanic
* Dropbox, we transfer
* Adobe Photoshop
* Adobe Premiere Pro
* Archival software
* Digital Library

**Reason for leaving:** Retrenched

**Company** : **Beeld Newspaper**

**Position** : Systems technician

**Period**  : October 1998 - April 2005

**Permanent/Contract** : Permanent

**Project profile:**

* Maintain maximum uptime for user productivity
* Maintain all computer hardware
* Control network access security
* Install new computers
* Replace faulty hardware
* Backup server data daily

**Responsibilities:**

* Experienced in providing a wide range of IT Support
* Installed and configured computer hardware systems and IT Software.
* Undertook analysis, diagnosis and resolution of Client problems via phone, e-mail & in person contact.
* Quickly responding to customer enquiries and concerns.
* Escalated unresolved problems to other support staff.
* Took ownership of problems and tracking them to a successful conclusion.
* Raised & maintained incident tickets and problem records.
* Continuously reviewing performance against Service Level Agreements.
* Analysed call logs to spot trends and underlying issues.
* Produced documentation and reports to a high standard.
* Tested and evaluated new technology.
* Set up new Users' accounts and profiles and dealing with password issues.
* Monitored IT network to ensure availability to all Users
* Server backups and administration.

Was involved with various Y2K project upgrades.

**Technologies used:**

* Windows operating system
* Microsoft Office
* Photomechanic
* Dropbox, we transfer
* Adobe Photoshop
* Adobe Premiere Pro
* Archival software
* Digital Library
* Software Installation
* Anti-Virus installation

**Reason for leaving:** Fulltime photographer position within company

**SKILLS MATRIX**

|  |  |
| --- | --- |
| **Expertise** | **Level** |
| Training Only | 1 |
| Limited Practical Experience/Proof of Concept | 2 |
| Solid Practical Experience | 3 |
| Extensive Practical Experience | 4 |
| Expert Level | 5 |

|  |  |  |
| --- | --- | --- |
| **SKILL** | **YEARS OF EXPERIENCE** | **LEVEL** |
| Software Installation | 22 | 4 |
| Computer Hardware | 22 | 4 |
| Adobe Photoshop | 16 | 4 |
| Microsoft Office | 22 | 4 |
| Photomechanic | 10 | 4 |
| Network configuration | 20 | 4 |
| Photography | 12 | 5 |
| Welding | **26** | **4** |
| Technical Drawings | 26 | 4 |
| Electrical | **26** | **4** |
| Cost analysis | **3** | **3** |