



HANRÉ BEKKER

HUMAN RESOURCES

I served in the South African Navy for 8 years, 5 years being a Human Resource Officer. After my time in the Navy, I worked as Head of Finance and Administration whilst pursuing studies in Psychology. I recently worked from home and is actively looking to pursue another career.

PERSONAL INFORMATION

Contact number: 0826884724
DOB: 1992-04-19
ID number: 9204190082080
Race: White
Gender: Female
Nationality: South African
Email address: hanrebekker@gmail.com

EDUCATION

- Matric
- Higher Certificate in Military Studies in Human Resources and Organisational Development (HCMSHOD)
- Medical First Aid (Basic)
- Fire Fighting (Basic)
- Short Course in Business Psychology and Human Behaviour (UNISA)
- Third year Psychology Student (SACAP)
- Management (Finances/Administration)- Property

SKILLS

- Computer Skills in Microsoft, Excel, Powerpoint, SAGE (self acquired)
- Event Planning
- Project Management
- Communication and Interpersonal Skills
- Public Speaking
- Fast learner
- Team Player
- Hard working
- Motivated and Dedicated
- Punctual
- Loyal

EXPERIENCE

- 2011 **OFFICER'S COURSE SA NAVY**
- Military Training
- 2012 **MILITARY ACADEMY**
- Studies through the University of Stellenbosch at the Military Academy - Saldanha
- 2013 - 2016 **SUPPLY SUPPORT OFFICER NAVAL STORES DEPOT.**
- Human Resource Officer
 - Divisional Officer
 - Personnel Management
 - Disciplinary Hearings
- 2016 **SUPPORT OFFICER ASSISTANT SAS PROTEA**
- Human Resources
 - Ship's Maintenance Skills
- 2016 **STAFF OFFICER (NAVAL PA) FOR DIRECTOR FLEET FORCE PREPARATION (DFFP)**
- Human Resources
 - Ship's Maintenance Skills
- 2018 **ACTING CAREER MANAGER FOR SUPPORT OFFICERS IN THE FLEET**
- Recruitment and placing

EXPERIENCE

- 2019 **HEAD OF FINANCE/ADMINISTRATION - OPTIMUS TRANSPORT**
- Finance/Administration
 - Payments
 - Invoicing
 - Filing
 - Salaries
 - Management
 - Psychology Studies (SACAP)
- 2020 -2021 **PA/ADMINISTRATOR FOR PRINCIPAL - PRIVATE REMEDIAL SCHOOL (EDUEXCELLENCE)**
- Personal Assistance
 - Administration
 - Filing
- 2022-2023 **FINANCE AND ADMINISTRATION - PROPERTY**
- Cape Town Property/Livery Management
 - Farming administration/finance management

REFERENCES

COMMANDER DANIEL VAN ROOYEN
NAVAL STORES DEPOT
SA NAVY
0834595788

DIRECTOR FLEET FORCE PREPARATION (DFFP)
ADMIRAL S.F. PETERSEN
SA NAVY
0832362270

COMMANDER RIAAN FOURIE
ASSESSMENT AND SELECTION FLEET CAREER
MANAGEMENT
0827791206

ANDRÉ BEKKER
CEO OPTIMUS TRANSPORT
0829217049

BEULAH VAN DER WESTHUIZEN
FOUNDER/CEO EDUEXCELLENCE
0834172913

About me

My name is Hanré Bekker and I am 32 years old. I served in the South African Navy for 8 years. During my time there, I have learned skills that can not be taught by any other institution. Being in the Military taught me to endure, to persevere and be strong in situations I never thought I would be able to endure. I have built a foundation from learning tough discipline, punctuality and to lead by example.

Having said that, I am loyal, punctual and always strive to attempt tasks to the best of my ability. I apply my knowledge best I can and do research in the areas unknown. As one can expect in any military environment, we are taught to work together as a team but also work alone if the opportunity presents itself. Any expected task and daily routine will have my focus to reach the goal of the company as a whole and to better myself. I treat everyone equally and with the utmost respect.

As a third year psychology student, it would only make sense that my passion be people and the love of working with them. I am very spontaneous, warm and easy-going. I strive to learn more about the environment I enter and not only be an outstanding employee but an ambassador to the institution.

I would be honoured to fill my journey with knowledge acquired by working for your company and I will strive to provide knowledge of my own and hopefully become a great asset.

Yours sincerely,

Hanré Bekker

Thank you.