

# Shirley Peffer

## Work History

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### Scheduler/ Trainer

- Maximo System Training
- Production Plan Training
- Workflow Training
- Senior Clerk Training
- KPI Performance reporting and monitoring Training.

### SHEQ Data Officer Health and Safety

Responsibility includes:

- Data analytics, workflow auditing and report writing.
- SAP data capturing, verification, recording, analysis, trending, and projections.

Achievements:

- SHEQ Index, Ageing report, Labour Utilization report and analysing survey results.

### Technical Skills:

Applications: SAP(CDX), Ms Project, Word, Advance Excel, Power Point, Power BI, SharePoint, Hyper wave, and Maximo.

## Education

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The TEFL Academy (TEFL).	Level 5 Diploma in Teaching English as a Foreign Language
University of South Africa (UNISA)	B Com (Management)
East London Technical College.	NTC5 (Electrical Engineering)

## References

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Brent Potgieter (Middle Manager) [PotgieB@eskom.co.za](mailto:PotgieB@eskom.co.za) +27 83 628 4700 | Tel: +27 21 915 2800

Email: [Peffer7@gmail.com](mailto:Peffer7@gmail.com)

Cell: +27 81 4665158

LinkedIn: <https://za.linkedin.com/pub/shirley-peffer/34/797/574>