

# Juan-Marc Coetzee



173 Dirksen Street, Danville,  
Pretoria West, 0183



+27 81 73 222 96



Jmcoetzee88@gmail.com



## PERSONAL INFO

|                           |               |                    |            |
|---------------------------|---------------|--------------------|------------|
| <b>Criminal offenses:</b> | None          | <b>Health:</b>     | Excellent  |
| <b>Status:</b>            | Married       | <b>Dependents:</b> | 2 Children |
| <b>Sex:</b>               | Male          | <b>Race:</b>       | White      |
| <b>Nationality:</b>       | South African | <b>Age:</b>        | 30         |
| <b>Drivers:</b>           | Code 8        |                    |            |



## EDUCATION

### BMW SA Training & Courses:

|      |                                           |
|------|-------------------------------------------|
| 2013 | TECH – Advanced Diagnosis                 |
| 2013 | TECH – Basic Electronics                  |
| 2012 | TECH – New Model                          |
| 2012 | SERV – New 3 Series F30 – Parts & Service |
| 2012 | TECH – Basic Diagnosis                    |
| 2012 | TECH – Continuous Improvement             |
| 2011 | TECH – Wheel Alignment                    |

### PORSCHE SA Training & Courses:

|      |                                                        |
|------|--------------------------------------------------------|
| 2014 | AIAYZ01YME – Introduction to Porsche SA                |
| 2014 | AIYYZC1ME – Basic Diagnostic SA                        |
| 2015 | AWYY101AG – Engine Mechanics                           |
| 2015 | AWCEZ0YAG – 991 GT3 (MY 14) Technology                 |
| 2015 | AWAYN1YAG – Basic Principals of Guarantee and Goodwill |
| 2016 | AWZYN1YAG – Safety Update for E-Hybrid Vehicles        |
| 2016 | AWCCP11AG – 911 Carrera (MY 12) Technical Highlights   |
| 2016 | PiRS – Porsche Intelligent Repair Solutions            |

### Matric

### 2008 Pretoria Technical High School

|                 |                                    |
|-----------------|------------------------------------|
| Subjects Passed | *Afrikaans Home Language           |
|                 | *English First Additional Language |
|                 | *Civil Technology                  |
|                 | *Mathematical                      |
|                 | *Engineering Graphics & Designs    |
|                 | *N3 Motor Mechanics                |

### After School Qualifications

- Red Seal - Automotive Motor Mechanic
- Red Seal – Diesel Motor Mechanic
- Diagnostic Technician



## WORK EXPERIENCE

Jan 2018 –  
Current

### **Own Company** **V & V Solutions (Pty) Ltd**

- Diagnostics on Motor Vehicles and Trucks
- Auto Electrical in Motor Vehicles and Trucks
- Engine and Gearbox Service and Repairs
- Minor and Major Vehicle Maintenance and Services
- Supply of Tool and Workshop Equipment
- Maintenance on Workshop Equipment

Sept 2017 –  
Dec 2017

### **Service Manager** **Nissan Brits**

- Customer Relations.
- Managing CSI & customer complaints.
- HR, including: warnings & disciplinary hearings as well as leave administration.
- Departmental Managers contact person.
- Work in progress & Cash outstanding.
- Over-seeing & updating daily figures & forecasts.
- Negotiating & managing supplier agreements.
- OHASA Compliance, including: servicing of lifts, tools, fire equipment, air-cons, generators, hazardous liquids & security maintenance.
- Building Maintenance.
- Driver and Speed Management (Deliveries and Collections)
- Fuel Management
- General IT maintenance.
- Purchasing of tools & equipment.
- Discounted Sales.
- Opening & Closing up of Dealership.

Sept 2016 –  
Sept 2017

### **Workshop Manager** **Bidvest McCarthy GM – Menlyn / Isuzu Trucks**

- Customer Relations.
- Managing CSI, Drivers collections and drop off's & customer complaints.
- HR, including: warnings & disciplinary hearings as well as leave administration.
- Departmental Managers contact person.
- Work in progress & Cash outstanding.

- Over-seeing & updating daily figures & forecasts.
- Negotiating & managing supplier agreements.
- OHASA Compliance, including: servicing of lifts, tools, fire equipment, air-cons, generators, hazardous liquids & security maintenance.
- General IT maintenance.
- Purchasing of tools & equipment.
- Discounted Sales.
- Opening & Closing up of Dealership.
- Reason for leaving – GM Menlyn Branch Closed

○ May 2016 – Aug  
2016

**Productive Foreman / Master Technician**  
**Bidvest McCarthy GM – Menlyn**

- Ensuring of efficient use of workshop facilities.
- Determine customer's needs and respond in time.
- Determine priorities and allocate staff
- Monitoring of work in Progress
- Ensure service and repair targets are met
- Operating computerised Workshop Management
- Assistance in Technical Queries
- Assist in interviewing of new employees
- Assist in employee warnings / terminations
- Opening & Closing up of Workshop.
- Receiving and Dispatch of goods
- Assist in preparation in Tooling budget.
- Training of employees for master technician.

○ Nov 2014 – April  
2016

**Diagnostic Technician / Assistant Foreman**  
**LSM Distributors t/a Porsche SA**

- Working on Diesel / Petrol Motors
  - Electrical
  - Diagnosis
  - Faults Finding
  - Autoline Costing
- Courses Completed
  - Introduction to Porsche
  - Basic Diagnosis
  - Basic Training – Engine Mechanics
  - 911 Carrera – Technician Highlights
  - PiRS – Porsche Intelligent Repair Solutions

○ Nov 2011 – Oct  
2014

#### **Qualified Mechanic**

##### **BMW Club Motors - Fountains**

- Working on Diesel / Petrol Motors
  - Electrical
  - Diagnosis
  - Faults Findings
  - Hybrids
- Courses Completed
  - TECH – Wheel Alignment Nov '11
  - TECH – Continuous Improvement Nov '12
  - TECH – Basic Diagnosis June '12
  - TECH – Basic Electronics March '13
  - TECH – New Model Feb '12
  - TECH – Advanced Diagnosis Nov '13

○ May 2010 – Nov  
2011

#### **Qualified Wheel Alignment and Suspension Technician**

##### **BMW Leo Haese**

- Trainee Apprentice
- Maintenance and repairs on vehicles
- Suspension Specialist

○ March 2009 –  
May 2010

#### **Qualified Wheel Alignment Technician**

##### **Tiger Wheel & Tyre - Gezina**

- Wheel Alignment
- Suspension Specialist



## **SYSTEMS**

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### **Windows**

(Windows/MS office), Excel, Word, PowerPoint and Outlook.

### **Motor Industry Systems**

Kerridge (AutoLine), ISIS and KSD.Tech2win, IDSS, GDS 2 & MDI.



## SKILLS & STRENGTHS

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- Reliable & Trustworthy
- Capable problem solver
- Fluent in English & Afrikaans
- The ability to quickly identify and resolve client problems
- Excellent organisational skills
- Attention to Detail
- Ability to Prioritise



## REFERENCES

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### **BMW Club Motors**

#### **Fountains**

Virgilio Teixeira 072 183 0038

Rudie Prinsloo 073 387 4637

### **LSM Distributors t/a Porsche SA**

- Refer to Reference Letter

### **Bidvest McCarthy GM**

#### **Menlyn**

Stuart Strachan 082 343 4751

- Refer to Reference Letter

### **Nissan Brits**

- On Request

To Whom It May Concern

It's my absolute pleasure to recommend Juan-Marc Coetzee.

I thoroughly enjoyed my time working with Juan-Marc, and came to know him as a truly valuable asset to our team. He is honest, dependable, and incredibly hard-working employee.

His knowledge of the motor industry and advanced technical ability's was a huge advantage to our entire workshop. He put this skillset to work in order to satisfy customer and help grow the staff. Juan-Marc distinguished himself by consistently assisting to make the monthly target and is willing to go the extra mile putting in overtime to assist when required.

Along with his undeniable talent, Juan-Marc has always been an absolute joy to work with. He is a true team player, always manages to foster positivity when leading a team and maximize the potential of the employees.

Without a doubt, I confidently recommend Juan-Marc to join your team. As a dedicated and knowledgeable employee and an all-around great person, I know that he will be a beneficial addition to your organization.

Please feel free to contact me at should you like to discuss Juan-Marc's qualifications and experience further. I'd be happy to expand on my recommendation.

Yours Sincerely,

Stuart Strachan

Aftersales Manager

McCarthy GM Menlyn

Email: [stuarts@mcmotor.co.za](mailto:stuarts@mcmotor.co.za)

Tel: +27 (0)12 369 2000



McCarthy Limited

Directors: L P Ralphs (Chairman), A D Cunningham, T D Herbert, S M Keys, G C McMahon, N T Madisa, P Munian, C A Seppings, H Vermaak  
C Brighten (Company Secretary)

Reg. No. 1991/003245/06



PORSCHE

LSM Distributors (Pty) Ltd  
Porsche Centre South Africa  
Reg.No: 2005/017932/07  
PO Box 2001, Umhlanga Manor 4021  
Telephone +27 31 514 3000  
Facsimile +27 86 514 3050

17<sup>th</sup> March 2016

To whom it may concern

**Mr Juan-Marc Coetzee**

As the Porsche Certified Service Trainer of Porsche South Africa, I am writing to you in support of Mr Juan-Marc Coetzee and his intention to pursue a career that will put his skills to best advantage.

Juan-Marc was recently employed as a qualified technician by Porsche Centre Umhlanga (a branch of Porsche South Africa).

At present he works independently, servicing and repairing Porsche vehicles. During the time that he has been employed he has displayed a keen sense of reason and logic in understanding technical concepts.

He takes instruction well and is comfortable within a team environment.

I recommend Juan-Marc for employment in the technical field.

Yours sincerely,

David McCann  
Porsche Certified Service Trainer



higher education  
& training

Department:  
Higher Education and Training  
REPUBLIC OF SOUTH AFRICA



Skills Development Act 1998, Act 97 of 1998  
Section 26D (4)

## TRADE CERTIFICATE

This is to certify that

**JUAN-MARC COETZEE**

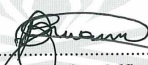
Identity document number: **8801165020085**

has passed a trade test in the trade/occupation

**MOTOR MECHANIC**

With Specialisation as: **Automotive Motor Mechanic**

Organising Framework for Occupations Code: **653101**

  
.....  
Chief Executive Officer  
Quality Council for Trades and Occupations

Certificate Number: **12/30219**

Date Trade Tested: **2013/08/19**

Date issued: **2013/11/20**

7A 0007825

