TSHEPISO KGENGWENYANE

SEX: DATE OF BIRH: NATIONALITY: IDENTTY NUMBER: MARITAL STATUS: MALE 04-10-1975 MOTSWANA 264517905 MARRIED



P.O. Box 53055, Broadhurst Gaborone Phone W-H. 3181794 -3906085-Cell.74026792 Email: tshepiso.assetinfo@gmail.com

PERSONAL SUMMARY

A man with Records and information Management Consultancy and Training, Manufacturing production, Industrial Engineering, Project management, Warehousing and Logistics looking to make a difference in the business landscape.

AREAS OF EXPERTISE

CAREER HISTORY

- Records and Information Management
- Project Management
- Warehousing and Logistics
- Manufacturing Production
- People Management
- Business Management

CURRENT OR MOST RECENT JOB TITLE

AssetInfo (Pty)Ltd, Managing Director

Employment dates (i.e. January 2014 – Present). Owner and founder of AssetInfo offering Records and information Management Consultancy and Training Services in Botswana. My role was to sell AssetInfo Services, Client Maintenance, Projects and Training Resourcing, Project Execution and Management as well as Business daily Management

Duties:

- Customer Contact.
- Services Presentations and follow-up
- Management Sensitizations (RIM)
- Training advertisements, follow-ups and execution
- Records and Information Management Program Development and Implementation
- Records and information Management Project Management and Interim presentations
- Business Management

PREVIOUS JOB TITLE

FileLogic (Pty) Ltd, (Managing Director)

Employment dates (January 2012 – January 2013)

Duties:

- Customer Contact.
- Services Presentations and follow-up
- Management Sensitizations (RIM)
- Training advertisements, follow-ups and execution
- Records and Information Management Program Development and Implementation
- Records and information Management Project Management and Interim presentations
- Business Management

Employment dates (September 2007 – July 2011) PREVIOUS JOB TITLE Harness Manufacturing Botswana (Industrial Engineer/Warehousing and Logistics (May 2000 – Aug 2007) Employment dates (i.e. May 2006 – March 2007) PREVIOUS JOB TITLE Motor Company of Botswana (Section Manager) Employment dates (January 1997 – February 2000) ARCHIEVEMENTS • Successful Records and Information Management Program Development and Implementation for Scott Race Consultants • Successful Records and Information Management Program Development and Implementation for Botswana Institute of Accountants • Successful Records and Information Management Program Development and Implementation for Botswana Institute of Accountants • Successful Records Management Situational Assessment for Botswana Railways (2013) • Successful Records Management Situational Assessment for Debswan Orapa Engineering Section (2012) • Successful Records Management Situational Assessment for ACHAP (2010) • Successful Records Management Situational Assessment for Botswana Tourism Organization (2010) ACADEMIC QUALIFICATIONS SCHOOL / COLLEGE NAME		PREVIOUS JOB TITLE Harness Manufacturing Botswana (Industrial Engineer/Warehousing and Logistics (May 2000 – Aug 2007)	
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