

## **ZANDILE NKOSI – CURRICULUM VITAE**

### **PERSONAL INFORMATION**

<b>Full Name</b>	Zandile Nkosi
<b>Languages</b>	English, isiZulu, siSwati
<b>LinkedIn</b>	<a href="#">Professional Profile</a>

### **PROFESSIONAL SUMMARY**

<b>COMPANY</b>	<b>SECTOR</b>	<b>POSITION</b>	<b>TERM</b>
<b>Eneegma Unlocked</b>	<ul style="list-style-type: none"><li>• Personal Development</li><li>• Mental Health</li></ul>	CEO & Co-founder	August 2010 – Present
<b>Benchmark International</b>	<ul style="list-style-type: none"><li>• M&amp;A</li><li>• Financial</li></ul>	Analyst	July 2017 – April 2019
<b>Signature Restaurant</b>	<ul style="list-style-type: none"><li>• Hospitality</li></ul>	Events coordinator and assistant floor manager	Sept 2009 – July 2010
<b>The Platinum Group</b>	<ul style="list-style-type: none"><li>• Fashion Retail</li></ul>	Store manager	April 2008 – Sept 2009
<b>Peermont Hotels, Casinos, Resorts</b>	<ul style="list-style-type: none"><li>• Hospitality</li></ul>	Sales and marketing assistant	Oct 2007 – March 2008
<b>Nyati Holdings</b>	<ul style="list-style-type: none"><li>• Cosmetics</li><li>• Hair &amp; Beauty</li><li>• Distribution</li></ul>	Promotions manager	June 2005 – Oct 2007
<b>Braiding for Africa</b>	<ul style="list-style-type: none"><li>• Hair &amp; Beauty</li></ul>	Co-founder and hair designer	Jan 1998 – May 2005

## SKILLS SUMMARY

TRE® and personal developmental facilitation
Mergers and Acquisitions (M&A) preliminary engagement and deep dive research and analysis
Business development research, project and event management, training and team development
Business and operations management i.e. marketing, admin systems setup, invoicing and basic accounting
Digital brand strategy and social media management
Mailchimp setup and email campaign management
WYSIWYG applications, Wix website and HTML form design

## EDUCATIONAL BACKGROUND

QUALIFICATIONS AND CERTIFICATIONS	INSTITUTE	COMPLETED
<b>Adobe Photoshop, Illustrator &amp; InDesign</b>	Friends of Design	2018
<b>Digital Brand Strategy</b>	Vega Cape Town	2017
<b>Certified TRE® Provider</b>	TRE® LLC	2015
<b>Export Management</b>	Johannesburg Chamber of Commerce and Industry	2009
<b>Business Administration &amp; Management</b>	Damelin	2009
<b>Conference, Exhibition &amp; Events Management</b>	Damelin	2008
<b>Project Management</b>	University of the Witwatersrand	2007
<b>Microsoft Office Suite</b>	Dynamix Computer Training Centre	2007
<b>Cambridge General Certificate of Education (GCE / O-Levels)</b>	St Mark's High School (Swaziland)	1997

## PROFESSIONAL EXPERIENCE

COMPANY	KEY ROLE AND RESPONSIBILITIES
<b>Eneegma Unlocked</b> Johannesburg & Cape Town	<ul style="list-style-type: none"> <li>● Eneegma Unlocked facilitates personal leadership development through mind-body wellness modalities that assist individuals to align with their core identity, values and strengths. This includes providing facilitation of TRE® to individuals and groups. <a href="#">TRE®</a> (Tension, Stress and Trauma Releasing Exercises) is a powerful muscle stress, tension and trauma releasing modality.</li> <li>● My role includes strategic, operations and brand management. I continue to oversee the research, planning/development and implementation for all Eneegma events, courses and projects</li> <li>● <b>Highlight 1:</b> Mentor/Provider for the TRE® Provider Certification Training Programs - Michigan (USA) &amp; Kenya in 2020 - 2021</li> <li>● <b>Highlight 2:</b> Youth mentoring - DreamGirls International Outreach &amp; Mentoring Program in 2013</li> <li>● <b>Highlight 3:</b> Facilitating a <a href="#">SAWIA Girl Fly Camp</a> team building session for the youth participants in 2013</li> <li>● <b>Highlight 4:</b> Providing TRE® facilitation for clients with very positive results, as well as hosting personal developmental masterclasses in 2014</li> </ul>
<b>Benchmark International</b> Cape Town	<ul style="list-style-type: none"> <li>● Preliminary engagement research and analysis to produce business intelligence documentation in support of the M&amp;A sales process</li> <li>● Deep dive research and analysis to produce a client's targeted acquirer list</li> <li>● Generated over 800 business intelligence presentations to date, for clients in various sectors. Of the 849 presentations I produced, 80 of the 103 clients were signed on. Due to the average sale cycle, a document presented today may only result in a formal engagement 6 months or more from the date of presentation, therefore the full impact of documents produced has yet to be realised.</li> <li>● Research gathered included: company news, competitive analysis, corporate family tree, contacts, industry trends and financial data</li> <li>● ICAT caller (International Callers Acquisitions Team)</li> <li>● POC caller – to verify correct potential acquirer contact details</li> <li>● Provided sales support and generated client invoices via xero.com</li> <li>● <b>Highlight:</b> being a part of the dynamic South African start-up team of the highly acclaimed and award-winning M&amp;A multinational company</li> </ul>
<b>Signature Restaurant</b> Sandton	<ul style="list-style-type: none"> <li>● Implementation and management of corporate events, media launches, weddings, year-end functions and 2010 FIFA related events for the upmarket restaurant. Clients included Standard Bank, PricewaterhouseCoopers, Universal Studios/DSTV Media Launch, Absa Wealth, African Women Chartered Accountants (AWCA), MTN Executive Board, Dimension Data, Aspen, Tiger Brands, Gauteng Government (Office of the Premier), Webber Wentzel, Verbatim and Telkom, among others</li> <li>● As an assistant floor manager, my role involved the supervision of waiters, runners, barmen, and facilitating communication between frontline staff, the kitchen and restaurant floor. My ultimate task was to enhance client satisfaction and experience within the confines of the restaurant and to maintain high standards of service, in concert with the restaurant team</li> </ul>

	<ul style="list-style-type: none"> <li>● <b>Highlight:</b> Managing functions and group bookings for high profile brands, and working with the entire restaurant team to deliver memorable events</li> </ul>
<p><b>The Platinum Group</b> Sandton &amp; Hyde Park</p>	<ul style="list-style-type: none"> <li>● Management of store operations, in-store team and administration.</li> <li>● As a manager of both fashion retail stores at The Platinum Group (Urban Degree Sandton flagship store and Hyde Park store), I had the unique experience of working with and managing a larger team of people than I had before, which included stylists, product managers, merchandisers, stock room controllers, and freelance staff. My primary role involved providing customer service to store patrons and converting to sales, managing IBTs (inter branch transfers of inbound and outbound stock), stock replenishing, participating in stock takes and product checks, merchandising, maintaining the store in impeccable condition, creating and updating weekly team schedules, participating in regional brand leadership forums, establishing store sales goals, motivating the team to meet and exceed monthly and daily targets, facilitating ongoing recruitment, processed sales and stock transfers through the point of sale system, balanced the till at the close of business each day, handled cash and bank deposits, resolved customer complaints, supervised the store team daily and supported them in their roles as and when required</li> <li>● Compiled, coordinated and implemented a training programme for new recruits and stylists based in the Gauteng region. The regional stylist training program that I developed with the HR team and facilitated covered topics including, but not limited to: an introduction to the brand philosophy, store orientation, customer service and customer experience principles, sales target and production focus, important store touch points, store policies to do with product care, knowledge and management, safety and the Sensormatic security system; point of sale management, styling, cross-selling, upselling, personal presentation, information on exchange, reject and return policies and other nuances of store operations management</li> <li>● <b>Highlight:</b> The Sandton flagship store team achieved the highest turnover in the history of the Urban Degree brand during the winter sidewalk sale in 2008</li> </ul>
<p><b>Peermont Hotels, Casinos, Resorts</b> Bryanston</p>	<ul style="list-style-type: none"> <li>● Liaised between the marketing department, internal production team, finance and various business units, as well as media and advertising agencies to ensure advertising deadlines were met and that the relevant payments were processed on time or chased when they were not</li> <li>● <b>Highlight:</b> Provided administrative support to the sales and marketing divisions; event coordinated a plenary session for the sales and marketing department in Mpumalanga</li> </ul>

<p><b>Nyati Holdings</b> Milpark</p>	<ul style="list-style-type: none"> <li>• My assignment as a promotions manager at Nyati Holdings, a hair and cosmetics distribution company, involved managing in-store promotions, promoter recruitment and product training. This role comprised sourcing brand collateral, such as promotional stationery and clothing, vehicle branding and so on. Other responsibilities included promotional stock and stationery management, shift scheduling and organising promoter weekly payments (wages)</li> <li>• Initially joined Nyati Holdings as a promoter and was tasked with travelling provincially within South Africa to market their hair extension brand at hair salons and retailers regionally. This also involved generating new orders from wholesalers and retailers in Gauteng, Limpopo, Mpumalanga, and Free State provinces for the company, until I was appointed as a promotions manager</li> <li>• <b>Highlight:</b> Travelled regionally within South Africa to promote the Darling Hair Extensions brand and obtained direct feedback from stores and salons. The brand achieved a significant increase in sales during this period.</li> </ul>
<p><b>Braiding for Africa (BFA)</b> Randburg</p>	<ul style="list-style-type: none"> <li>• As a co-founder for over seven years, my role comprised marketing and business development for the brand</li> <li>• As a hair designer, I was involved in providing hair extension installation, styling and occasional make-up services to regular clients and for several fashion shows</li> <li>• <b>Highlight:</b> Braiding for Africa featured articles on hair trends and creative hair designs in Elle, Oprah, Enterprise, Cosmopolitan, Style magazines and other publications. Provided hair designs to local and international personalities including some of the cast of Generations and Backstage South African soapies, as well as a BFA hair design feature on CNN during the South Africa Fashion Week show in 2001.</li> </ul>

## REFERENCES

<b>Maritza Sander</b>	<b>Benchmark International</b>   Associate Director Email: Sander@benchmarkcorporate.com Phone: +27 (082) 928 8325 / +27 (021) 300 2055
<b>Bruce Warburton</b>	<b>Nyati Holdings</b>   Founder & Owner Email: Bruce@nyatiholdings.com Phone: +27 (082) 880 1297 / +27 (011) 726 1001

## IN CONCLUSION

Working with people from all walks of life and assisting them to develop their strengths and achieve overall well-being brings me great satisfaction.

The following quote by Stephen R. Covey, author of The 8th Habit embraces my core personal philosophy on work and life:

*“When you engage in work that taps your talent and fuels your passion - that rises out of a great need in the world that you feel drawn by conscience to meet - therein lies your voice, your calling, your soul's code. There is a deep, innate, almost inexpressible yearning within each of us to find our voice in life. Find your voice and inspire others to find their own.”*