**C**urriculum **V**itae

**Dylan Oelschig**



+27 76 1924354

dylanoelschigdao@gmail.com

Location: Cape Town, South Africa

Willing to relocate globally for employment

**Cover letter**

**I am a diligent person who has great aspirations in life and strives for success.**

**I am a straight forward person with a great balance of extroversion and introversion.**

**I am a healthy athletic person who enjoys sports and recreational activities.**

**I have the ability to socialise, communicate, interact and form strong bonds and relationships with individuals in quick spaces of time. My family and I moved around a lot, so I have had the opportunity to understand People from all walks of life.**

**I enjoy breaking the ice and ridding of awkward moments.**

**I’m always highly motivated and have a desire to complete anything I start.**

**I seek adventure in any moment of life and take opportunities with no hesitation.**

**I would take any opportunity to travel and experience different cultures and form a more intricate outlook in both the cultural world and business world.**

**Lastly I have successfully completed my BBA degree (Heriot Watt University).**

**These are just a few of the things that you should know about me. I know that you will not be disappointed in employing me and that will see me as a great lucrative asset to your company.**

**C**urriculum **V**itae

**Dylan Oelschig**

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| --- | --- |
| **Personal Details**   |   |
|  **Surname**   | Oelschig  |
| **First Name**   | Dylan Adrian  |
| **Nationality**   | South African  |
| **Home Language**   | English  |
| **Other Language**   | Afrikaans  |
| **Own Vehicle**   | Yes  |
| **Drivers’ Licence**   | Yes  |
| **Identity** **Number**  |  9106085037089  |
| **Sex**    | Male  |
|   |   |
| **Junior Education**   |   |
|  **School**   | Weitzman Primary School  |
| **Period**   | 1998-2005   |
| **Senior Education**   |   |

|  |  |
| --- | --- |
| **School**   |  Camps Bay High School  |
| **Period**    |  2005-2006   |
| **School**   |  Sir Pierre Van Ryneveld high School  |
| **Period**     |  2006-2007  |
| **School**   | Kings Way High School  |
| **Period**   |  2007-2009    |
| **Qualification**   | **NQF 5**   |
| **Subjects**   | Math, Science, Life Orientation, History, Geography, Afrikaans, English |

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| --- | --- |
| **Tertiary Education**   |   |
|   |   |
|  **Institute**   | CTI Education group Pearson and London school of business and management  |
| **Period**   | 2011/1/8 – 2012/12/7  |
| **Qualification**   | **Higher National Diploma in Business (LSBM, EDEXCEL)**   |
| **Subjects**   | * Business Environment
* Human Resource Management
* Marketing
* Managing Financial Resources and Decisions
* Managing Communications Knowledge and

Information * Business Strategy
* Organisations and Behaviour
* Administrative Practices and Procedures
* Small Business Enterprise
* Managing Human Resources
* Marketing Planning
* Management Accounting: Costing and Budgeting
* Project Management
* Human Resources Development
* Sales planning and Operations
* Business Decision making

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|   **Institute**   | CTI Education group Pearson and London school of business and management  |
| **Period**   | 2013/1/15 – 2013/12/6  |
| **Qualification**   | **Bachelor of Business Administration (Heriot Watt University)**   |
| **Subjects**    | * Strategic Management
* International Strategic Management
* Operations Management 1
* Operations Management 2
* Consumer Behaviour
* International Marketing
* Financial Theory and Markets 1
* Financial Theory and Markets 2
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**Skills Summary**

**My traits:**

* I have a high Business development aptitude and entrepreneurial spirit.
* I am Success driven with a strong work ethic.
* I have excellent interpersonal skills and a high level of integrity.
* I have a high degree of self-confidence and leadership.
* Experience in creating and maintaining client relationships.
* Strong written and verbal communication and presentation skills. • Advanced computer skills (Excel, Power Point, Word, etc.)
* Strong organizational skills.
* I pay great attention to detail.
* I also possess the Ability to juggle multiple projects, co-ordinate work and establish priorities.
* I’m Solution Oriented.
* I’m also very collaborative.

**Employment History**

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| --- | --- |
|  **Period**   |  Jan-Nov 2007  |
|  **Company**   | Sportscene  |
|  **Position**   | Sales representative  |
|  **Duties**   | * Sell apparel and merchandise
* Customer service
* Organize layout of facilities and exhibition stand

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|  **Period**  **Company**   | Feb-Oct 2008 Butcher boys  |
|  **Position**   | Waitron **/** Barman  |
|  **Duties**  | * Serve customers
* Clean and organize facilities

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|  **Period**  **Company**  | Jan-Nov 2009 Total sports  |

 **Position** Sales representative

 **Duties**

* + - * Sell apparel and merchandise
			* Customer service
			* Organize layout of facilities and exhibition stand

**Period** Jan-Nov 2010

**Company** Universal mint

**Position** Sales representative/ management/ executive assistant

|  |  |
| --- | --- |
| **Duties**  | * Customer service
* Accounts and company finances
* Company contracts
* Administration
* Sales
* Reception duties
* Transportation and delivery of die’s for commemorative coins
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| --- | --- |
| **Period**   | Feb-April 2014  |
| **Company**   | Telone SA  |
| **Position**   | Training in and selling of PABX systems  |
| **Duties**   | * Cold calling
* Door to door sales
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| **Period** **Company**   |   May-July 2014 ACI DATACOM  |
| **Position**   | Sales management  |
| **Duties**   | * Cold calling
* Door to door sales
* Management
* Administration

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| **Period**   | Aug-Oct 2014  |
| **Company**   | Uthetha  |
| **Position**   | Telecoms solutions advisor  |
| **Duties**   | * Cold calling
* Door to door sales
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**Employment References**

ACI Datacom: +27 61 4236699

Universal mint: +27 21 4265662

Utheta: +27 72 574-3184







