

CURRICULUM VITAE

PERSONAL DETAILS

Surname : Roman
Name : Julian
Identity Number : 7409175086087
Gender : Male
Address : 83 5th Avenue
Belmont Park
Kraaifontein
7570
Telephone Numbers : 072 667 0160
Place of Birth : Cape Town, South Africa
Home Language : English / Afrikaans
Marital Status : Married
State of Health : Excellent
Drivers Licence : Code-08
Code-15

EDUCATIONAL RECORD

Secondary Education : Matric Certificate
Scottsdene Secondary School
Year : 1992
Subjects : Afrikaans, English, Mathematics, Physical Science,
Geography, Biology

Tertiary Education

Institution : Stellenbosch University
Course : Bachelors of Arts – BA degree
Year : 1993-1996
Subjects : Political Science, Sociology, English
Communication skills

Computer Skills

Ms Word, Ms Excel, Ms Outlook,
Compu Clearing (+ 10 years)
Corefreight (+ 5 years)
Shipshape (1 year)
Cargowise (+3 years)

TRAINING

Skills Development Specialist

1997 – Introduction to customs procedure (duration: 3 months diploma)

1997 – Advanced customs clearing (duration: 3 months diploma)

1998 – Customs Affairs (duration: 9 months diploma)

1998 – Incoterms, in-house training Safcor Panalpina

Flight Safety Training

2002 – Dangerous goods certificate

2004 – Renewal of Dangerous Goods Certificate

2006 – Renewal of Dangerous Goods Certificate, refresher

2013 – Renewal of Dangerous Goods Certificate

2015 - Renewal of Dangerous Goods Certificate

2002-2007 - In-house training

Ciel - European tracking, registration and invoicing system

Argus – American tracking, registration and invoicing system

Procars – German tracking, registration and invoicing system

Isostore – warehousing pick/draw, delivery and invoicing system

2015 – Cargowise (3 years experience)

Skills Development Training Centre

2006 – First Aid Course Level 1

2006 – Safety Help Representative Course Level 1

DYNA BMS 200 – Dynamic Modern Management Program

2009 – Diploma – Management Development Program

I-Solve Learning Solutions

2012 – Microsoft Excel 2010 Level 1

2012 - Microsoft Excel 2010 Level 2

2012 - Microsoft Excel 2010 Level 3

MAKWADENG TRAINING

2014 – Supply Chain Management

(18 months course - attended class full time 1 week a month - not completed)

GMLS

2015- New Customs Act

KWELANGA TRAINING

2018 – Supervisory skills for team leaders (2 days course April)

2020 - People management and Leadership (3 day course March)

2020 – Finance for non financial managers (2 day course March)

LOGTRAIN

2018 – Customs Compliance Workshop (2 days August)

INCOTERMS 2020 – November 2019 (in house training at TFG)

EMPLOYMENT HISTORY

1. Safcor Panalpina (February 1997 – January 2000)

Sea freight & Airfreight

- Driver/Messenger
- Batching Clerk
- Freight Clerk
- Assistant Channel Controller
- Airfreight ships spares Entry clerk

Reference: Oswald Jacobs , Tel: 021 5506500

2. TRT Shipping (January 2000 – February 2001)

Sea freight

- Senior Entry Clerk –

Reference: Johann Swiegelaar (0722249617)

3. Quay Freight Logistics (March 2001 - December 2001)

- Import Controller (Airfreight & Seafreight)

Reference: Linda Newby

Tel no : 021 506 6200

4. Bax Global Logistics (January 2002 - August 2007)

2002 - Import Controller (Airfreight and Seafreight)

2003 - Operation Supervisor under guidance of Philip Wylie (managing director)

2005 - Branch Manager under guidance of Steve Ismay (acting managing director)

Full Import/ Export function (Airfreight & Seafreight)

- Registration
- Framing
- Invoicing
- Quality Checking
- Filing
- Estimates

Customs experience

- tariff classification
- refunds
- tariff determinations
- provisional payment – lodge and liquidations
- custom stops and finalisation (physical exams at depot)
- DA185 – registrations / personal effects / temporary imports
- DA 51 & DA 52 appeals
- deferment
- voucher of corrections
- audits / anti smuggling stops

Attended several SAAFF meetings between Customs and clearing and forwarding agents

Quality - Implementation, upholding ISO procedure and standards

- Setting up Job Descriptions
- Audits
- Recertification

Work In Progress

- Accounts
- Budgets, allocation and reconciliation of accounts
- Negotiating rates with Service Providers
- Control and collection of outstanding funds

Budgets

Monthly management meetings attended in Johannesburg.

Presentations done discussing budgets – reason for loss/profit.

Workshops held to increase sales and profits with sales team.

Warehousing experience

All warehouse staff sent for relevant training to meet ISO standards.

Bondstore created, erected and registered with customs for certain clients.

Involved in sales drive to fill warehouse and turn capital expenditure into profit –

Products stored and handled - chemicals, general goods and foodstore

Supervised / Managed :

- daily unpack of import containers,
- loading of containers for export
- picking of stock
- purchasing of pallets , wrapping paper , boxes
- hiring of daily temporary staff
- daily deliveries
- monthly and yearly stocktakes
- maintenance of vehicles , forklift truck , reach-truck
- ensure PPE is available and worn
- responsible for safety
- daily updating of system and customs bond books

Reference: Donny Williams

Tel: 021 9346950

Cell : 083 676 1132

5.Sturrock Shipping (September 2007 – February 2010)

2007- Senior Import Controller

Full import functions

- registration
- framing entries
- customers communication
- invoicing
- reconciliations

2008 – Import Manager

- Business Management
- Business Growth and Client Retention
- Staff Management , Growth and Motivation
- Initiative, Development and Compliance

Reference : Nicola Patience

Tel no ; 0214058200

6.Ernest Roman Engineering Supplies (March 2010 – January 2011)

Sales representative

- buying goods / collections / deliveries / accounts

Reference : Ernest Roman

Tel no : 082 786 4243

7. Trade Ocean Shipping Services Pty Ltd (January 2011 – November 2011)

- Route Controller -

Full import & export function (Airfreight & Seafreight)

- Clearing and Forwarding Manager Durban (December 2011 – February 2015)

- all the above functions +
- Manage C&F
 - prepare budgets
 - time keeping
 - control leave limit
 - on the job training
 - WIP - control profit and loss

- Monthly reports on files, entries, revenue
- estimates – air, sea and road freight
- sales – visits
- Negotiate rates with shipping lines, transporters, bondstores
- handle all cross border shipments – warehousing and road freight to Zimbabwe and Zambia
- Deferment – control, allocate and ensure payment done on due date,
- maintain profitability
- quality checking all files and shipments
- forwarding
- handovers to other agents
- Refunds
- handle all communication with SARS,
- Provide tariff help for other branches entry clerks
- handle most of our JHB seafreight clearances
- control our account with services providers

Reference: Ilana Booysens / David Jooste
Tel no : 0214173050

8.Lochhead, White & Womersley Tigers Durban (March 2015- May 2016) **- Operations Manager Durban**

Functions :

- reporting to Development Manager in Port Elizabeth (Head office)
- Business Management
- Business Growth and Client Retention
- Staff Management , Growth and Motivation
- Initiative, Development and Compliance
- Managing all staff and branch
- Putting system and structure in place
- Focus on creating new revenue streams
- Cutting down of costs / storage / wastage
- Coaching and upskilling of all staff
- Sales – focus on growing exports and airfreight – non existent
- Framing of entries on Shipshape, cargo dues, landing orders, shipping orders
- Quality checking files and entries
- Refunds
- Ensuring all invoicing done on time
- Ensuring accounts collected on time
- Estimates for all modes and cross border
- Processing all exports shipments, copy docs, bookings, loading, SI, invoicing
- Functioning as controller as well
- Time keeping
- Budgets
- WIP

Reference : Lance Petersen / Paul Lawrence
Tel no : 0313379271 / 0119234000

9.DSV (UTI) Cape Town (June 2016 – May 2017) **- Senior Entry Clerk**

Functions

- Framing entries imports / seafreight / airfreight / BBK
- Framing ex-bond entries (WH / XDP)
- Framing VOC's , bringing duty and vat to account
- Framing refunds
- Framing provisional payments
- Drawbacks
- Acquittals
- QC (quality checking) entries

- EDI of entries
- Submitting query documents
- Attending weekly meetings at customers
- Ensuring KPI and KPA's are met
- Tariff determinations
- DA51 / DA52 appeals
- Tariff of documents
- Updating of parts library
- Cargo dues
- Landing orders
- Cross border documentation
- Temporary importation
- ATA carnet
- Finalisation of stops / examinations
- Reporting

Reference : Nashita Davids

Tel no : 0213803500

10. Allport Cargo Services (June 2017 – until present)

- Customs supervisor

Principal Job Responsibilities include, but are not limited to:

1. Achieve branch, clients and individual KPI's at all times
2. Carefully track and control team's performance in the best interest of the business
3. Oversee and supervise the full customs operational function of our centralized operational hub
4. Manage the consistent (and good quality) execution of procedures and updates of systems
5. Create, refresh and streamline SOPs and IOP for clients and internal teams to ensure thorough implementation and compliance of same
6. Continually enhance and improve service to clients' and in business (effective automation wherever possible)
7. Actively participate in the day-to-day QC of customs entries from tariff headings, SADCs, qtys, weights, etc.
8. Run weekly and daily reports on team productivity
9. Resolve and manage the timely and accurate resolution of escalated issues
10. Compile and execute timely and accurate reporting and analysis to management, where required
11. Minimise and eliminate risks to the business by proactively preventing adverse developments affecting ACS objectives, activities, projects and financials
12. Ensure compliance to relevant statutory and regulatory institutes such as SARS, Transnet, Dept of Health, Dept of Trade and Industry, SAAFF, Chamber of Commerce
13. Resolve and manage the timely and accurate resolution of escalated issues
14. Regular communication and positive relationship build with clients, third party suppliers and ACS teams locally and internationally
15. Introduce a culture of Risk Management to the team, to be risk averse
16. Quality Assurance
 - a. Regularly assess operational workflow and activities to close any gaps on service specific issues
 - b. Make recommendations, implement and streamline an operations QA/QC process
 - c. Maintain controls and execute audit procedures to ensure compliance
 - d. Ensure all statutory and regulatory requirements are adhered to at all times
 - e. Ensure all work is carried out in accordance with agreed SOPs/IOPs
17. Monitor and evaluate performance against standards or agreed targets
18. Actively participate and guide quarterly audits including publishing of timely log sheets and analytics
19. Use audits (file closing), feedback loops and corrective action to ensure continuous improvement