

FAITH M. KALUMBU

NO. 20 SEAGULL HAVEN, OCEAN VIEW, SWAKOPMUND, NAMIBIA

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Objective

I am a highly driven, motivated and results oriented

Experience

Executive Director Training and Certification - September 2024 - September 2027 Occupational Safety & health Association (OSHAssociation) Namibia

The Director of Training and Certification of the Occupational Safety and Health Association (OSHAssociation) is responsible for developing, managing, and overseeing the association's training programmes and certification processes. Your key responsibilities will include:

- **Quality Assurance and Accreditation:** Ensure that all training and certification Programmes are delivered to the highest quality, maintaining accreditation from relevant regulatory bodies and professional institutions.
- **Collaboration with Stakeholders:** Work closely with corporate partners, educational institutions and regulatory bodies to ensure that OSHAssociation training and certification programmes meet the needs of the industry and comply with legal requirements.

Superintendent Safety & Health. June 2022 – To Date Swakop Uranium Mine, Erongo Region

- Enforces compliance to the Safety and Health Management Plan, standards and procedures and implementation of Risk Management Program
- Coordination the development and implementation of Safety Procedures
- Co-ordinates safety and health committee meetings and provides information and statistics to line management, employees and contractors.
- Enforces compliance to applicable legislation, regulations and directives.
- Advises and consults with line management, employees and contractors on safety and health practices, development and monitoring.
- Assists and guides line management to implement the Safety & Health Management System

- Oversee Contractors Safety Management on-boarding, and maintenance of Internal Contractor Safety Management to ensure that they meet or exceed Swakop Uranium's standards.
- Management of SHE representative Program
- Management of onsite Safety Training
- Assist in recruiting, selecting, orienting, training, assigning, scheduling, coaching, counseling, and disciplining of the Safety team; communicating job expectations; planning, monitoring, appraising, and reviewing job contributions; planning and Performance reviewing.
- Management of the Safety Section budget and resources
- Management of Safety Team daily operations

Senior Safety Training Officer. August 2018 – October 2020
B2gold Namibia, Otjikoto Mine, Otjozondupa Region

- Development of Occupational health and Safety training program
- Performing training needs assessments and gap analysis and subsequent Training plan
- Development and review of Training policy and procedures
- Departmental Budgeting and execution
- Planning and coordinating of the Mine's Occupational Health and Safety Training
- Training of the mine's health and Safety core training modules
- Development of Occupational Health and Safety Induction material
- Induction of new employees, contractors and Visitors

Safety Health Environment and Quality (SHEQ) Manager ▪ October 2016 – Sept 2018
MPP Civils Namibia ▪ 13 Strauss Street, Windhoek West, Windhoek

- Overall implementation and management of the construction company's Quality management System (ISO 9001:)
- Development and implementation of a SHE management system and document review
- Assist in recruiting, selecting, orienting, training, assigning, scheduling, coaching, counseling, and disciplining of the SHEQ team; communicating job expectations; planning, monitoring, appraising, and reviewing job contributions; planning and reviewing compensation actions; enforcing policies and procedures.
- Planning of financial objectives by estimating requirements; preparing an annual

budget; scheduling expenditures; analyzing variances; initiating corrective actions.

- Validates quality processes by establishing product specifications and quality attributes; measuring production; documenting evidence; determining operational and performance qualification; writing and updating quality assurance procedures.
- Oversee the conducting of SHEQ audits at various sites, Incident Investigations and instituting of Corrective Actions;
- Development of Baseline risk assessment and implementation across all sites
- Collaborating with other members of management to conduct management reviews and continuous improvement needs
- Prepares SHEQ documentation and reports by collecting, analyzing and summarizing information and trends including failed processes, stability studies, recalls, corrective actions, and re-validations.

Senior Safety and Health officer ▪ November 2012 – September 2016

Namdeb ▪ Oranjemund

- Ensure safe work and operational procedures are understood and applied by employees and contractors on site
- Review safety standards annually
- Assure own compliance with company's policies, procedures
- Facilitate all incident / accident investigations and determining of corrective training activities to prevent reoccurrence
- Ensure that all incident corrective actions are implemented and review process carried out
- Promote and encourage safe work practices and behavior promote and encourage safe work practices and behavior
- Audit area compliance with safety standards and procedures
- Participate in all safety and health initiatives
- Ensure all risk assessments are conducted thoroughly
- Participate in safety and health interactions with the line.
- Tender evaluation pertaining safety and health matters on potential vendors

Safety Advisor ▪ May 2007 – October 2012

Rossing Uranium Mine (Riotinto) ▪ Swakopmund

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Quality Assurance Manager ▪ March 2004 – August 2006

Meatco Namibia ▪ Okahandja

- Provides leadership, direction and execution of all abattoir food safety functions to support Meatco's food safety goals
- Ensures all products produced meet or exceed all customer, regulatory and company requirements through implementation and maintenance of ISO 9001 Quality management system

- Develops, documents and implements food safety processes and procedures to ensure product safety is always monitored and maintained
- Leads all food safety and regulatory efforts at the plant.
- Responsible for Developing, implementing and maintaining the abattoir's HACCP Management program through
 - Conducting hazard analysis
 - Establishing critical control points (CCP)
 - Establish critical limits for each CCP
 - Establish monitoring system for each CCP
 - Establish Corrective Actions
 - Establish verification procedures
 - Establish documentation and record keeping procedures
- Maintains open communications with corporate QA, plant management, sales and marketing staffs to ensure each are aware of any potential food safety related concerns with product or product requirements and specifications
- Provides timely, accurate and relevant data and analysis to plant and corporate management.
- Overall coordination of internal and external compliance and surveillance Audits
- Overall control and management of the abattoir GMP, GHP & GAP practices
- Assist HR department in recruiting, selecting, orienting, training, assigning, scheduling, coaching, counseling, and disciplining of the Quality team; communicating job expectations; planning, monitoring, appraising, and reviewing job contributions; planning and reviewing compensation actions; enforcing policies and procedures
- Monitor the inspection of processes, products and correct deviations
- Monitor safe and hygiene product handling oversee that the GMP of the company is adhered to
- Monitor inspections for pest control
- Monitor chemicals coming on site to ensure that safe for food chemicals are used for cleaning ensure that health and safety inspections are carried out
- Ensure health and safety audits are carried out
- Implement and maintain the health and safety program on site set and monitor safety standards

- Investigate accidents and incidents on site

Health Inspector ▪ March 2002 – March 2004

Ministry of Health ▪ Okahandja State Hospital

- Hygiene inspections in all Government premises
- Enforce food commercial outlets adhere To food safety regulations through inspections
- Advice and enforce implementation and maintenance of GMP, GHP practices and HACCP principles
- Inspect building premises for fitness to operate
- Ensure community has sufficient sanitation facilities ensure proper waste management at hospitals and surrounding community
- Community Health Education
- Disease surveillance and investigation of food borne and water borne out breaks
- Conduct TB contact tracing on a weekly basis

Skills

- Attention to Detail and Thoroughness,
- Excellent Intercommunication and interpersonal skills
- Excellent presentation skills;
- Negotiating skills
- Ability to understand and analyze complex information
- An investigative mind,
- Ability to Demonstrate Authority
- Problem Solving Skills
- Team Spirited

Education

- **Cape Peninsula University of Technology**
Bachelor of Technology in Environmental Health -2006
- **Peninsula Technikon**
National Diploma in Environmental Health - 2001
- **Stellenbosch University**

Management Development Program (MDP)– 2005

- **NQA Africa**

OHSAS 18001 Implementation Course - 2013

OHSAS 18001 Internal auditors Course – 2013

- **NOSA Namibia**

Safety Management training Course (SAMTRAC) – 2004

Incident Investigation Course – 2006

Safety Auditors Course – 2005

General health and Safety course – 2004

- **DNL Training**

Skills Development Facilitator Training - 2019

Assessor Training - 2019

References

Mr Sebastian Kapeng

Deputy HoD: Safety, Security, Health and Environment, Risk Department

Swakop Uranium

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