

# RUEJEAN KOTZE

ASPIRATIONAL INTERIOR ARCHITECT and AMBITIOUS EQUESTRIAN

*"You can always help someone develop skills.  
It's their attitude you cannot control."*

Ivan Mishner

## ABOUT ME

The past few years - I had the opportunities to refine my work ethic with an attune observational eye, on PAR communication skills, and developing long term relationships with clientelle and fellow team members - within the Building Industry. Though, I'm not immediately involved with design - I allow for its influence, Architectural and Interior design firms with briefs from Residential to Commercial, to the interested individual wanting to redesign his current available space with briefs including splash backs to the entire home's specifications.

This choice to apply for an Equestrian - centred Vacancy is an extremely exciting leap on both parties, I know. However, I am still young, I'm fit, I have been an avid competitor amidst my Highschool years [since 2008] with a continued 12 year relationship with my 16yo TB Gelding.

Being a dynamic individual, currently employed as an external sales executive : my capabilities in services offered - extend the mere boundary of 9h - 5h. Restraining the available time spent with my Equine Friend and my development within the profession in general.

I do what best I can with what relevant products and services are at my disposal - towards each client, brief and task at hand.

Today, with this Resume - I ask to be considered to utilize all these skills accumulated the past few years, to be redirected within the fiery passion of the Equine Sports and involvement , influence, knowledge and growth there of and from within.

As true reference to this application, please find my riding mentor and instructor of a few years back -Adam Moses - as well as fellow riders' references below. For measure, I have also added competitive photographs of a few years back, and have an on hand file filled with rosettes and photographs. I had been graded as a Junior for 1m and 1.1m on a TB Mare before circumstances changed. And before then, I was crazy about trails, tentpegging, Boeresport and the plain love and well fare of horses.

Looking forward to your consideration.  
With the right guidance, I believe I could be a valuable added member to your team and horses.

## WORK EXPERIENCE

● WOMAG - PTA / External Sales Executive	10.03.2017 - CURRENT
Account Management	
Prospect finding	
Refer to Formal CV	
Freelance Design Services	2018
Ngwako Designs & Developments : Bramley View Gardens	
Blue Planet Decor : Loftus Park Building A + B Foyer	
Sterlings Kitchens and Bathrooms - Atterbury Decor	01.03.2016 - 05.03.2017
Bathroom and Kitchen Design and Sales Consultant	
Classic Trading - Woodmead	02.02.2015 - 29.02.2016
Front of House and Sales Assistant	
Freelance Design Services	2015
L N Interiors : Defy and Whirlpool Stand at H/O JHB	
Kasababay Equestrian Farm and Stud - Mnandi	2014 - 2016
Riding instructor and Working Rider	
Hokaai Meat Market - Centurion	2012 - 2015
Cashier with admin duties	
Cornerstone Equestrian Centre - Centurion	2013 - 2014
Riding instructor and Working Rider	
Sidewalk Surfer - Mall@Reds	2012
Key Holder and Shop Assistant	
Saratoga Warmblood Stud - KZN	2011
Working Rider	
Tutor Excellence - Pretoria	2010 - 2011
Tutor for Maths and Afrikaans Second Language Gr. 11 + 12	

## CONTACT ME

 25 October, 1991  
 082 855 4183  
 rkotze91@gmail.com  
 Pretoria, RSA *willing to relocate for right opportunity*  
 <https://www.linkedin.com/in/ruejean-kotze-794a7071/>

## EDUCATION

Bachelors Degree in BSc(INT)  
University of Pretoria  
2010 - 2015  
—  
Matric  
Hoërskool Centurion  
2005-2009

## SKILLS

Coordinated Communication  
Goal Driven as individual & a Team  
Oversee Sales Pipeline and processes  
Social Networking  
Adding Value  
Time Management  
Highly observant  
Long lasting relationships  
Identify systems for more sufficient output  
Research for project application feasibility  
Horse Riding ( ShowJumping)  
Trails  
Working Rider : Fitness, Lungeing  
Instructor ( kids, special needs, and adults)  
Dedicated Student  
*\* It's been 5 years since my last competition  
I had been graded as a Junior for 1m and 1.1m*

## SOFTWARE

Autodesk Revit 2013-2017  
CorelDraw x5 / x7  
Photoshop CC 2015  
Microsoft Office Suite  
SketchUP  
SAP

## WILLING TO LEARN

I am a quick study and hope to exceed expectations if given the chance to be a part of your team.

## REFERENCES

Adam Moses / Riding Instructor & Mentor 082 816 7658  
Shami Sheik / Manager Classic Trading 073 446 5789  
Iona Enslin / Knows my riding journey since beginning 082 463 6283  
Kily Munro / KasabaBay Equestrian Farm and Stud 082 828 5417



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## EDUCATION

Bachelors Degree in BSc(INT)  
University of Pretoria  
2010 - 2015

—  
Matric  
Hoërskool Centurion  
2005-2009

## SKILLS

Ergonomics & Space Planning  
Product [technical] Design  
Coordinated Communication  
Kitchen design induction  
Goal Driven as individual & a Team  
Oversee Sales Pipeline and processes  
Social Networking  
Identifying the need  
Adding Value  
Time Management  
Highly observant  
Long lasting relationships  
Identify systems for more sufficient output  
Research for project application feasibility  
Client Analysis and Design Development  
Insight on fabrication, installation.

## SOFTWARE

Autodesk Revit 2013-2017  
CorelDraw x5 / x7  
Photoshop CC 2015  
Microsoft Office Suite  
SketchUP  
Vision - Account Software  
Visualiser - 3D rendering  
Maxwell - 3D rendering  
FastTools - Invoicing Software  
ARAN Cuisine 3DMax  
SAP

## REFERENCES

Shami Sheik / Manager Classic Trading 073 446 5789  
Cher Gauche / Designer Blue Planet Decor 082 550 3671  
Nick Ngwako / Architect Ngwako Design 072 691 3302  
Lisa Westraat / Manager Hokaai 012 663 3103/4

## ABOUT ME

*"You can always help someone develop skills.  
It's their attitude you cannot control."*

*Ivan Mishner*

Since the beginning I loved interacting with people. Doing more so on a daily basis - had strengthened and refined my work ethic, trained observational eye and my communication skills. Allowing for insightful conversation with development of design briefs, time frames, project management - and more...

Being a dynamic individual, currently employed as an external sales executive : my capabilities in services offered - extend the mere boundary of 9h - 5h.

Though, I'm not immediately involved with design - I allow for its influence, Architectural and Interior design firms with briefs from Residential to Commercial, to the interested individual wanting to redesign his current available space with briefs including splash backs to the entire home's specifications.

I do what best I can with what relevant products and services are at my disposal - towards each client, brief and task at hand.

## WORK EXPERIENCE

 WOMAG - PTA / *External Sales Executive* 10.03.2017 - CURRENT

Being employed as an external sales executive for natural stone and 1st Grade porcelain tiles; allowed for a more in-depth understanding regarding the principles and systems influencing the numerous professionals within the building environment and its buying processes. Specifically NOT limited to Pretoria, Gauteng, South Africa - but including projects across our borders as well.

I am here to be of assistance. Which means I am here to make sure what ever had been selected and confirmed as final order : will be exactly what had been envisioned, doing exactly what it had been designed, specified, and installed for.

I'm here to help inform decisions and advise- not force anything upon you.

I'm here to guide you : applying pressure where need be, when time (you've specified) is of the essence to meet deadlines. Time is easily lost within projects - and it frustrates me of how much I could help you save. Allowing some of the stress induced specifying sessions to be relieved : because as a product specialist, all you need to do is ask - and a curated solution will be presented within your given deadline ( if not sooner.)

Freelance Design Services 2018

*Ngwako Designs & Developments : Bramley View Gardens  
Blue Planet Decor : Loftus Park Building A + B Foyer*

Sterlings Kitchens and Bathrooms - Atterbury Decor 01.03.2016 - 05.03.2017

*Bathroom and Kitchen Design and Sales Consultant*

Classic Trading - Woodmead 02.02.2015 - 29.02.2016

*Front of House and Sales Assistant*

Freelance Design Services 2015

*L N Interiors : Defy and Whirlpool Stand at H/O JHB*

Kasababay Equestrian Farm and Stud - Mnandi 2014 - 2016

*Riding instructor and Working Rider*

Hokaai Meat Market - Centurion 2012 - 2015

*Cashier with admin duties*

Cornerstone Equestrian Centre - Centurion 2013 - 2014

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*Key Holder and Shop Assistant*

Saratoga Warmblood Stud - KZN 2011

*Working Rider*

Tutor Excellence - Pretoria 2010 - 2011

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## EDUCATION continued...

Bachelors Degree in BSc(INT)  
University of Pretoria  
2010 - 2015

### JCP : COMMUNITY BASED PROJECT

As a compulsory for the completion of the Degree, students tend to misperceive the value of JCP at the point of doing the project. One of the cherished moments within my study career.

Providing your services for a specific amount of hours, to a community in need. It was to provide insight how you could change another's environment for the better of their daily lives spent there. Doing something priceless - for those who cannot afford to do it themselves.

It was a wonderful experience. We found a pre-school in need of quick creative innovation to entice both parent and teacher, as well as inspire 'to creative 'within the young ones' spirits.

Within a Team of 5 x we were able to manage our time over a selective period of weeks : with an available budget from UP : We have a Facebook group still reflecting the results.

—  
Matric  
Hoërskool Centurion  
2005-2009

Four (4) years 1st Team Hockey ( since Gr-9)  
2007 - Northern Gauteng Colours O/16 A Hockey  
2007 - Northern Gauteng Colours O/16 B Hockey  
2006 - Pass UNISA Gr. 7 Practical Piano Exam  
2006 - Pass UNISA Gr. 7 Musical Theory  
Highly active with Graded Showjumping and Inter-Schools ( Horse riding )

—  
Gr. 7  
Laerskool Louis Leipoldt  
1998-2004

2004 - Student Leader Gr. 7  
2002-2004 - A Team Hockey each year group  
2004 - A Team Netball

## REFERENCES

Shami Sheik / Manager Classic Trading 073 446 5789  
Cher Gauche / Designer Blue Planet Decor 082 550 3671  
Nick Ngwako / Architect Ngwako Design 072 691 3302  
Lisa Westraat / Manager Hokaai 012 663 3103/4

" We judge ourselves by what we feel capable of doing;  
others judge us by what we have done."

Henry Longfellow

## WORK EXPERIENCE continued...

- **Freelance Design Services** 2018  
*Ngwako Designs & Developments : Bramley View Gardens*  
Nick required assistance with 3D representation of the space he had designed for his client. 3D rendering drawn from SketchUp and Visualizer.  
Easiest and most efficient regarding component library vs. available 24h until presentation.  
*Blue Planet Decor : Loftus Park Building A + B Foyer*  
Architectural technical drawings and spacial layout required for the foyer interventions within Loftus Park Building A and B. 3Ds to represent the proposed concept.  
Revit had been used for the quick drawing of technical document.  
CoralDraw X7 had been used for the 3D mockup
- **Sterlings Kitchens and Bathrooms - Atterbury Decor** 01.03.2016 - 05.03.2017  
*Bathroom and Kitchen Design and Sales Consultant*  
Design and Sales Consultant for both bathrooms and kitchens.  
Bathrooms : included full serviced bathroom fittings and sanware from Middle to Upmarket residential, including tiles and the proposed design layout there of. Site visits, liaison with Mr and Mrs client, design and the recovering service calls there after.  
Both Revit and SketchUp had been used for design and render proposals.  
CoralDraw X6 had been used for presentation layouts.  
Kitchens : included full serviced kitchen technical cabinetry[ARAN], appliances [ Gaggenau, Miele, Smeg, Whirlpool...], countertops [ Ceasarstone, TechniStone and Silestone] and design fittings.  
Site visits, liaison with Mr and Mrs client, design presentation and formal discussion on cost, budget allowance vs. luxury achieved by final design.
- **Classic Trading - Woodmead** 02.02.2015 - 29.02.2016  
*Front of House and Sales Assistant*  
Receptionist : duties included handling the switchboard, admin(filing), sales and completion of quotes. Occasionally to assist walk-in's when everyone else is unable to. Follow up on Customer Service regarding deliveries as well as service call-outs with supplier technicians.
- **Freelance Design Services** 2015  
*L N Interiors : Defy and Whirlpool Stand at H/O JHB*  
Designing Whirlpool and Defy showroom stands, with the brief of accommodating as many a variety of products within a limited space. Detail drawings.  
Revit had been used for technical drawings and 3D perspectives.  
Coral Draw X3 had been used for rendering and colour mockups.
- **Kasababay Equestrian Farm and Stud - Mnandi** 2014 - 2016  
*Riding instructor and Working Rider*
- ...back to 2008.

## HOBBIES continued...



- Designing and Drawing
- Interior Architecture vs. Every day relevant Research  
*Theory to Practice / Inspiration to Implementation / Precedents / Articles*
- Horse Riding  
*One horse - 11 Years : Interesting Journey*
- Reading a good book  
*Fiction as well as motivation and self-knowledge*
- Working in the garden  
*Love seeing my plants grow - Meditative*
- Adventure  
*Observing nature at different heights and angles from mountains and valleys - does something to a person. Exercise vs. casual strolls within the neighbourhood.*



REPUBLIC OF SOUTH AFRICA

## National Senior Certificate

Awarded to

**Ruejean Kotze**

Identity number 9110250040084

### Subjects

Afrikaans Home Language  
English First Additional Language  
Mathematics  
Life Orientation  
Accounting  
Life Sciences  
Physical Sciences

### Achievement level

75	6
81	7
81	7
87	7
63	5
72	6
56	4
55	5

2011-10-24

This candidate is awarded the National Senior Certificate and has met the minimum requirements for admission to bachelor's degree, diploma or higher certificate study as gazetted for admission to higher education, subject to the admission requirements of the higher education institution concerned.

With effect from December 2009

This certificate is issued without alteration or errors of any kind.

100 7406 1410 G



  
Chief Executive Officer

UMALUSI



Council for Quality Assurance in  
General and Further Education and Training  
South Africa

(Check website for more information)

THIS CERTIFICATE IS PRINTED ON WATERMARK PAPER - PLEASE HOLD UP TO THE LIGHT TO VERIFY





# University of Pretoria

The Council and Senate hereby declare that  
at a congregation of the University the degree

## Bachelor of Science Interior Architecture

with all the associated rights and privileges was conferred on

**Ruejean Kotze**

in terms of the Higher Education Act, 1997 and the  
Statute of the University

On behalf of the Council and Senate

Vice-Chancellor and Principal

Registrar



00019893



2016-04-11





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Idol Worksip

16.3H OTTB  
Casey Tibbs (Sire)  
Electro Step ( Dam)

2018/9

*Developed Head-Shaking  
Natural Horsemanship*



2010 -2014

*Hands on File with Rosettes  
and Photos available  
for further discussion.*

