

CURRICULUM VITAE – SHELDON SINGH (Pr.Sci.Nat)



COMPANY REG NO: 2017/519828/07

97 Hyacinth Road

Durban, 4051

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To Whom It May Concern

I am gainfully employed as a Operations/Technical Director of an Environmental Consultancy Company (Senior Environmental Specialist, Pr.Sci.Nat), having gained 16 years of work experience in both the Governmental and Private Consultancy sectors at a managerial level. I currently manage a team of professional scientists and site agents/contractors, coupled with a strong academic background having completed my Postgraduate Studies at the University of Kwazulu Natal. I was nominated to attend an International Training Course in India on Planning Urban Environments by the Department of Environmental Affairs. My professional affiliations include the International Association of Impact Assessment (IAIASA, **Member No.3959**) and the South African Council for Natural Scientific Professionals - **Pr.Sci.Nat, 119038**), and to date have completed numerous projects related to the field of Civil & Environmental/Water Engineering. I am currently a board member on the KZN Branch of IAIASA. I have a strong Environmental Legal background having undertaken Environmental Law focusing on applicable legislation such as the Water Act & NEMA at a master's level. I have been previously employed by the Department of Environmental Affairs as a Senior Compliance & Enforcement Officer – Acting Assistant Manager for five years before pursuing my career in the private sector. I have been involved with industry in assisting to reduce waste streams and implement strategies/targets in accordance to the relevant legislation having obtained certificates in Waste Management.

Kind Regards

Sheldon Singh. *Pr.Sci.Nat, 119038*

PERSONAL PARTICULARS

Date of birth: 28 January 1980
Gender: Male
Nationality: South African
Driver's License: Code 08 (Advanced Driving Course)
Contact: 072 4555 168/084 3604295
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TERTIARY EDUCATION

NAME OF INSTITUTION: University of Kwazulu Natal
DEGREE: Masters in Environment & Development (Course Work & Thesis)
YEAR: 2005
COURSES COMPLETED: Completed Integrated Examination & Course Work

Project Planning	Contemporary Environmental Issues
Development Theory & Practice	Communication Skills
Environmental Law	Urban Environmental Management
Integrated Environmental Management	Environmental Auditing
River Rehabilitation	Environmental Ethics
Environmental History	Computer Skills & Numeracy

TERTIARY EDUCATION (CONTI...)

NAME OF INSTITUTION: University of Kwazulu Natal
DEGREE: Advanced Postgraduate Certificate in Environment & Development
YEAR: 2003

NAME OF INSTITUTION: University of Kwazulu Natal
DEGREE: Honours in Geographical Sciences
YEAR: 2001

NAME OF INSTITUTION: University of Kwazulu Natal

DEGREE: B.Soc.Sc in Environmental Management

YEAR: 1998 to 2000 (**Completed Undergraduate Degree in Three Years**)

ADDITIONAL COURSES/TRAINING

- Waste Management and Disposal Techniques (Certified by ICANDO)
 - Waste Management (Certified by the United States Environment Protection Agency)
 - Geographic information Systems (Arc-Info)
 - Map interpretation
 - Cartographic skills
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INTERNATIONAL TRAINING

NAME OF INSTITUTION : Human Settlement Management Institute

India (Certificate of Excellence - 2003)

COURSE Urban Development Management & Principles

ACHIEVEMENTS

- Bursary awarded from the Department of Agriculture & Environmental Affairs.
- Secured Tenders & Expanded Client Base for Private Consultancy.
- Achieved Distinctions during final year of study at the University of Kwazulu-Natal.
- Represented the Department of Environmental Affairs on Planning Urban Environments in India – **International Training – 2003.**
- IAIASA KZN Branch Committee Member

PROFESSIONAL MEMBERSHIPS

- Professional Registered Natural Scientist. **Pr.Sci.Nat. (119038)**
- International Association of Impact Assessment, South Africa (**3959**)

PROFESSIONAL STRENGTHS

Excellent report writing and conflict management skills – Drafted numerous technical reports spanning over 15 years, and currently manage office staff and project teams.

Excellent with both deductive reasoning & intuition – Registered Scientist in the field.

Work well under pressure and effectively meet deadlines – Managed numerous large-scale projects with strict timeframes. Obtained permit approvals in record breaking timeframes.

Pedantic and focuses on detail/accuracy – Peer Reviewer & Quality Checking of Scientific Reports

Excellent Planning, Organizing & Problem-Solving Skills – Efficient in Excel; MS Word; Drafting Project Plans; Gantt Charts; Work Schedules; Approving Staff Timesheets; Project Manager on various projects.

Excellent Communication & Public Speaking Skills – Lead Marketer; Secured Marketing Initiatives; undertaken numerous Power Point Presentations.

Excellent Computer Skills: Proficient in MS Word; Excel; Geographic Information Systems (Arc GIS)

Strong Environmental Legal Background – Drafted legally defensible reports in terms of the National Water Act; National Environmental Management Act; EIA 2014 Regulations as amended.

WORK EXPERIENCE

COMPANY	: SAT ENVIRONMENTAL CONSULTANTS
POSITION	: Senior Environmental Specialist, Pr.Sci.Nat OPERATIONS/TECHNICAL DIRECTOR
DURATION	: March 2019 to Current

TECHNICAL DUTIES

Provide technical and project management inputs and review a broad range of environmental projects/proposals/tenders.

Act as a key client liaison and manage the client relationship in accordance with quality requirements.

Responsible for the management and administrative functions for project teams.

Conduct and manage EIA's and other environmental investigations

Conduct and manage Water Use License Applications

Compiling, reviewing and approving project proposals and environmental reports

Compiling, reviewing and implementing waste management plans

Develop, plan and co-ordinate Public Participation Processes

Compiling, reviewing and implementing Environmental Management Plans

Conduct environmental audits and compile audit reports & on-site ECO duties

Development of internal training material and mentoring junior scientists.

Client presentations and stakeholder engagements

Conduct training workshops for government departments

Project Budgeting & Invoicing

Compiling Work Plans and Time Sheet Approvals

COMPANY : HANSLAB (PTY) LTD

POSITION : Senior Environmental Specialist, Pr.Sci.Nat

COMPANY MANAGER

DURATION : Jan 2015 to Feb 2019

COMPANY ADMINISTRATIVE/MANAGERIAL DUTIES

Supervising Staff/Managing Office

Project Budgeting & Financial Management of company

Logistics Planning

Financial Forecasting, Invoicing, Staff Timesheet Approvals

Compiling Project Proposals & Tender Documents

Undertake performance appraisals and work schedules for staff members.

Implementation of marketing drives and securing tenders.

TECHNICAL SUPPORT DUTIES

Provide technical and project management inputs and review a broad range of environmental projects/proposals/tenders.

Act as a key client liaison and manage the client relationship in accordance with quality requirements.

Responsible for the management and administrative functions for project teams.

Conduct and manage EIA's and other environmental investigations

Conduct and manage Water Use License Applications

Compiling, reviewing and approving project proposals and environmental reports

Compiling, reviewing and implementing waste management plans

Develop, plan and co-ordinate Public Participation Processes

Compiling, reviewing and implementing Environmental Management Plans

Conduct environmental audits and compile audit reports & on-site ECO duties

Development of internal training material and mentoring junior scientists.

Client presentations and stakeholder engagements

Conduct training workshops for government departments

COMPANY : DNA Engineering Solutions

POSITION : Environmental Scientist

DURATION : Jan 2008 – December 2014

DUTIES

Drafting & Reviewing Basic Assessment Reports	Drafting & Reviewing Scoping/EIA Reports
Environmental Control Officer Duties	Facilitating Public Participation meetings
Reviewing Specialists Reports	Conducting Environmental Audits
Drafting & Reviewing Environmental Management Plans	Preparation of proposals & submissions
Compilation of project budgets	GIS mapping & compilation of sensitivity maps
Client presentations and stakeholder engagements	Implementation of marketing drives and securing tenders.
Compiling Project Proposals & Tender Documents	Compiling waste management plans

COMPANY

: *Department of Agriculture & Environmental
Affairs (DAEA)*

POSITION

: Senior Environmental Officer -
Acting Assistant Director
(Compliance Monitoring & Enforcement)

DURATION

: Dec 2002 to April 2007

DUTIES

Compiling & Issuing of Legal Directives	Issuing Legal Notices on Non- Compliance
Compiling warning letters/notices	Investigating illegal developments in the region
Co-ordinated Environmental Workshops	Reviewed Environmental Management Plans
Reviewed Applications for Environmental Authorizations	Stakeholder engagement & conducted forums
Conducted site inspections & on-site data collection	Promoted Environmental Sustainability Awareness Programmes
Implement & Enforce Environmental Legislation	Assisted in developing policies and regulations
Implemented Compliance Monitoring Systems	Audited Compliance with legislation, policies and licenses
Drafted Audit Reports	Prepared evidence for court applications
Managed Staff and Compliance Team	Provided support to Sub-Directorates

SELECTED PROJECT EXPERIENCE

- Enyathi and Bhokwe Bulk Water Infrastructure – Construction of a Water Treatment Works, Bulk Water Pipelines and River Abstraction. Drafted Basic Assessment; Water Use License; EMPr; Environmental Auditing.
- Emona Housing Bulk Sewer Pipeline - Construction of Sewer Pipeline, Pump Station, and Associated Pipe Works. Drafted Water Use License; EMPr; Environmental Auditing.
- Emona Housing Development – Construction of Top Structures and Civil Works. Drafted Water Use License.
- Ogunjini Water Treatment Works - Upgrade of a Water Treatment Works and Associated Pipeline Works. Drafted Basic Assessment; Water Use License Reports; EMPr; Environmental Auditing.
- Mkhizwana Water Treatment Works - Upgrade of a Water Treatment Works and Associated Pipeline Works. Drafted Basic Assessment; Water Use License Reports; EMPr; Environmental Auditing.
- Acacia Effluent Pipeline – Drafted Maintenance Management Plan, Dune Rehabilitation Report & undertaken Environmental Auditing.
- Ingwavuma - Waste Water Treatment Works. Undertaken Environmental Auditing.
- Chevron - Proposed Expansion of Storage Facilities. Drafted Environmental Management Plan.
- B.P Service Station – Bridge City. Proposed construction of Petrol Service Station. Drafted Basic Assessment Report.
- Cliffdale Warehouse – Construction of a Storage Warehouse. Drafted Water Use License.
- Driefontein Bulk Water Scheme. Drafted Basic Assessment; Water Use License Reports; EMPr; Environmental Auditing.
- Buffels Bridge. Drafted Basic Assessment; Water Use License Reports; EMPr; Environmental Auditing.
- Nhlesi Bridge & Upgrade of Road. Drafted Basic Assessment; Water Use License Reports; EMPr; Environmental Auditing.
- Modderspruit Road & Bridge. Drafted Basic Assessment; Water Use License Reports; EMPr; Environmental Auditing.

***Kindly refer to attached project experience sheet for completed projects.**

REFEREES

Mr Sachen Harrichandparsad, Pr Eng	Shah Consult & SMEC Engineers Managing Director/Civil Engineer 084 580 5465
Mr Dershan Nariansamy, Pr Eng	Gibb Consulting Engineers Senior Civil Engineer 082 8116994
Mrs Rowena Harrison, Pr. Sci.Nat	Malachite Specialist Services Managing Director/Wetland Specialist 078 023 0532