

DZAKPATA, JOHN KOFI

P. O. BOX 40, OSINO, EASTERN REGION, GHANA – WEST AFRICA

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DATE OF BIRTH : March 21, 1969
MARITAL STATUS : Married
NATIONALITY : Ghanaian
RELIGION : Christianity
CAREER OBJECTIVE : To attain the highest heights in contributing to human, and organizational developments.

SPECIAL QUALITIES

I am able to use the skills of organizing in all aspects of work to achieve results. This is because I believe that people have the capacity and potential to develop themselves.

I am proactive, ambitious, enthusiastic, dynamic, self-motivated, hardworking, results-oriented, a fast learner and an ardent believer in teamwork. I also have high senses of integrity and honesty.

I have the ability to contribute effectively in solving problems and positively influence others to achieve organizational goals. I also have the ability to follow lawful instructions, paying attention to details, accept challenging duties, work under pressure, strong desire to learn and foster good working relationships.

MY VISION

My vision is to become a professional asset to any organization that hires my services by contributing my quota to the realization of the organization's mission and its overall objectives.

EDUCATION AND TRAINING

1993

AKUSE SENIOR SECONDARY TECHNICAL

SENIOR SECONDARY SCHOOL CERTIFICATE EXAMINATION

KEY SKILLS AND COMPETENCIES

- Proficient in Computer Skills: PowerPoint, and Word
- Excellent Problem-Solving Skills
- Excellent Analytical Skills
- Excellent Interpersonal Skills
- Excellent Negotiation Skills
- Good Organizational Skills

EMPLOYMENT HISTORY:

2021 – DATE

UGUR SH MINING LIMITED

POSITION:

GENERAL & PROJECT MANAGER

**LOCATION OF ASSIGNMENT: AKYEM TAKYIMAN, EASTERN
REGION**

KEY RESPONSIBILITIES:

- Overseeing Daily Business Operations of the company
- Develops and Implements Growth Strategies of the company
- Trained low-level Managers and Staff of the company
- Creates and Manages Budgets of the company
- Improves Revenue generations of the company
- Evaluates Performance and Productivity of the company
- Analyzes Accounting and Financial data on weekly and Monthly Basis.
- Monitors Mine Production Rates to assess Operational Effectiveness
- Manages over all Reclamation of a large Surface Mine
- Implements Mine Safety Programs, including the design and maintenance of protective and rescue equipment and safety devices
- Supervises and coordinates the work of Technicians, Technologists, Survey Personnel, Engineers, Scientists and Other Mine Personnel.

2017 – 2020

BSD MINING SERVICES LIMITED

POSITION: GENERAL & PROJECT MANAGER

LOCATION OF ASSIGNMENT: ASIAKWA, EASTERN REGION

KEY RESPONSIBILITIES:

- Oversaw Daily Business Operations of the company
- Developed and Implemented Growth Strategies of the company
- Trained low-level Managers and Staff of the company
- Created and Managed Budgets of the company
- Improved Revenue generations of the company
- Evaluated Performance and Productivity of the company
- Analyzed Accounting and Financial data on weekly and Monthly Basis.
- Monitored Mine Production Rates to assess Operational Effectiveness
- Managed over all Reclamation of a large Surface Mine
- Implemented Mine Safety Programs, including the design and maintenance of protective and rescue equipment and safety devices
- Supervised and coordinated the work of Technicians, Technologists, Survey Personnel, Engineers, Scientists and Other Mine Personnel.

2015 – 2016:

BLUE CARBON MINING LIMITED

POSITION: GENERAL & PROJECT MANAGER

LOCATION OF ASSIGNMENT: WASSA AKROPONG, WESTERN REGION

KEY RESPONSIBILITIES:

- Oversaw Daily Business Operations of the company
- Developed and Implemented Growth Strategies of the company
- Trained low-level Managers and Staff of the company
- Created and Managed Budgets of the company
- Improved Revenue generations of the company
- Evaluated Performance and Productivity of the company

- Analyzed Accounting and Financial data on weekly and Monthly Basis.
- Monitored Mine Production Rates to assess Operational Effectiveness
- Managed over all Reclamation of a large Surface Mine
- Implemented Mine Safety Programs, including the design and maintenance of protective and rescue equipment and safety devices
- Supervised and coordinated the work of Technicians, Technologists, Survey Personnel, Engineers, Scientists and Other Mine Personnel.

2011 – 2014:

ELITE MINERALS MINING LIMITED

POSITION:

GENERAL & PROJECT MANAGER

LOCATION OF ASSIGNMENT: AKYEM TAKYIMAN, EASTERN REGION

KEY RESPONSIBILITIES:

- Oversaw Daily Business Operations of the company
- Developed and Implemented Growth Strategies of the company
- Trained low-level Managers and Staff of the company
- Created and Managed Budgets of the company
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- Analyzed Accounting and Financial data on weekly and Monthly Basis.
- Monitored Mine Production Rates to assess Operational Effectiveness
- Managed over all Reclamation of a large Surface Mine
- Implemented Mine Safety Programs, including the design and maintenance of protective and rescue equipment and safety devices
- Supervised and coordinated the work of Technicians, Technologists, Survey Personnel, Engineers, Scientists and Other Mine Personnel.

2009 - 2010:

WPM MINING COMPANY LIMITED

POSITION:

GENERAL & PROJECT MANAGER

LOCATION OF ASSIGNMENT: TAKORADI – KROBO, WESTERN REGION

KEY RESPONSIBILITIES:

- Oversaw Daily Business Operations of the company
- Developed and Implemented Growth Strategies of the company
- Trained low-level Managers and Staff of the company
- Created and Managed Budgets of the company
- Improved Revenue generations of the company
- Evaluated Performance and Productivity of the company
- Analyzed Accounting and Financial data on weekly and Monthly Basis.
- Monitored Mine Production Rates to assess Operational Effectiveness
- Managed over all Reclamation of a large Surface Mine
- Implemented Mine Safety Programs, including the design and maintenance of protective and rescue equipment and safety devices
- Supervised and coordinated the work of Technicians, Technologists, Survey Personnel, Engineers, Scientists and Other Mine Personnel.

2007 – 2008:

ELITE MINERALS MINING LIMITED

POSITION:

GENERAL & PROJECT MANAGER

LOCATION OF ASSIGNMENT: AKYEM TAKYIMAN, EASTERN REGION

KEY RESPONSIBILITY:

- Oversaw Daily Business Operations of the company
- Developed and Implemented Growth Strategies of the company
- Trained low-level Managers and Staff of the company
- Created and Managed Budgets of the company
- Improved Revenue generations of the company
- Evaluated Performance and Productivity of the company
- Analyzed Accounting and Financial data on weekly and Monthly Basis.

- Monitored Mine Production Rates to assess Operational Effectiveness
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- Implemented Mine Safety Programs, including the design and maintenance of protective and rescue equipment and safety devices
- Supervised and coordinated the work of Technicians, Technologists, Survey Personnel, Engineers, Scientists and Other Mine Personnel.

2005 - 2006:

EXTRA GOLD MINING COMPANY LIMITED

POSITION:

PLANT ENGINEER

LOCATION OF ASSIGNMENT:

KWABENG, EASTERN REGION

KEY RESPONSIBILITIES:

- Responsible for the Operations of a Manufacturing unit including equipment, processes and human resources.
- Oversaw the Daily Operations of the company
- Ensured Plant Operates Efficiently and Productively
- Ensured Plant Improvement Projects for all Processing Equipment including Crushers Conveyors and Milling Equipment
- Ensured that Products Manufactured Meet Customer Specifications by overseeing quality control functions, both by product testing and inspection.
- Ensured that Underground Resources such as minerals are
Extracted Safely and Efficiently
- Assessed the Feasibility and Potential for Commercial Benefit of New Sites
- Producing Models or Plans for possible Mining Sites
- Designed and Built Supportive Entryways for Transportation to and from the Mines

2003 - 2005:

NARAWA MINING COMPANY LIMITED

POSITION:

PLANT ENGINEER

LOCATION OF ASSIGNMENT:

ASUAPEMSO, EASTERN REGION

KEY RESPONSIBILITY:

- Responsible for the Operations of a Manufacturing unit including equipment, processes and human resources.
- Oversaw the Daily Operations of the company
- Ensured Plant Operates Efficiently and Productively
- Ensured Plant Improvement Projects for all Processing Equipment including Crushers Conveyors and Milling Equipment
- Ensured that Products Manufactured Meet Customer Specifications by overseeing quality control functions, both by product testing and inspection.
- Ensured that Underground Resources such as minerals are Extracted Safely and Efficiently
- Assessed the Feasibility and Potential for Commercial Benefit of New Sites

2000 - 2003:

MED MINING COMPANY LIMITED

POSITION:

PLANT ENGINEER & FABRICATOR

LOCATION OF ASSIGNMENT:

AKYEM TAKYIMAN, EASTERN REGION

KEY RESPONSIBILITY:

- Responsible for the Operations of a Manufacturing unit including equipment, processes and human resources.
- Oversaw the Daily Operations of the company
- Ensured Plant Operates Efficiently and Productively
- Ensured Plant Improvement Projects for all Processing Equipment including Crushers Conveyors and Milling

Equipment

- Ensured that Products Manufactured Meet Customer Specifications by overseeing quality control functions, both by product testing and inspection.
- Ensured that Underground Resources such as minerals are Extracted Safely and Efficiently
- Assessed the Feasibility and Potential for Commercial Benefit of New Sites
- Producing Models or Plans for possible Mining Sites
- Fabrication of Machinery Spare parts and Scrubber

1997 – 1999:

AFKO GHANA LIMITED

POSITION:

ASSISTANT SHIP FABRICATOR

LOCATION OF ASSIGNMENT: TEMA, GREATER ACCRA REGION

KEY RESPONSIBILITY:

- Fabrication and Welding of Spare Parts
- Fabrication of Ship Machinery

1994 - 1997:

GHANA STEEL WORKS COMPANY LIMITED

POSITION:

FABRICATOR & WELDER

LOCATION OF ASSIGNMENT: TEMA, GREATER ACCRA REGION

KEY RESPONSIBILITY:

- Fabrication and Welding of Spare Parts
- Fabrication of Machinery for Steel Production
- Fabrication and Casting of Engine Blocks

LANGUAGES

	<u>Speaking</u>	<u>Reading</u>	<u>Writing</u>
English	Good	Good	Good
Ewe	Excellent	Excellent	Good
Adangme	Excellent	Good	Good
Ga	Good	Good	Good
Fante	Good	Good	Good

REFEREES

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