



Reg No 2009/067977/23

## Amedzo Trading & Projects

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# Company Profile

## Confidentiality Agreement

The undersigned reader of Amedzo trading & Projects' Company Profile hereby acknowledges that the information provided is completely confidential and therefore the reader agrees not to disclose anything found in the business plan without the express written consent of **Nkgomeleng Julia Petla**

It is also acknowledged by the reader that the information to be furnished in this Company Profile is in all aspects confidential in nature, other than information that is in the public domain through other means and that any disclosure or use of the same by the reader may cause serious harm and or damage to Amedzo trading & Projects.

Upon request Company Profile document will be immediately returned to **Nkgomeleng Julia Petla**

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Signature

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Printed Name

## BACKGROUND

Amedzo Trading & Projects is a 100% black female, youth owned company established in 2009, out of dire need to create sustainable employment and participate to the country's economic mainstream. One of Amedzo's focuses is to empower the previously disadvantaged individuals by giving them opportunities to acquire experience so they can ultimately reach their full potential. We are a renowned construction company, specializing primarily on building upgrade, refurbishment of office parks, commercial buildings and governmental structures, both for private and public sector within the borders of South Africa. Amedzo is best known for QUALITY, COMPETITIVE PRICING and JUST IN TIME DELIVERY.

Amedzo Trading & Projects constitute of a team of Consulting Engineering Services, Project Managers and Specialist Resource Suppliers. This strong infrastructure assists Amedzo in executing projects of any magnitude while adhering to quality standards and customers specifications. The company has grown from strength to strength, having successfully completed over 100 projects, ranging from small to big projects. It has now achieved an annual turnover in excess of R2 million.

## EXECUTIVE SUMMARY

With over 5 years of experience in the construction industry, the Executive team of Amedzo Trading and Projects is committed to providing quality work in the construction fraternity by offering turnkey projects, through building upgrade, maintenance work, quality control and management in order to satisfy the requirements of the client in all aspects of trade. Our Primary Objective is to fulfil the client's construction needs through quality workmanship and customer management relations. It is evident by the augmented client base and the repeat business from our clients, that indeed there is something we are doing right. Amedzo Trading and Projects general construction services, preconstruction services, job site and project management, administrative support, and document control. Amedzo evaluates projects for constructability, provides cost estimates, helps maintain project scheduling, and works with end users to meet quality and time objectives. Amedzo can suggest cost effective means of construction. Once we begin with the project, we maintain full-time Contracts Manager, Project Manager and SHEQ Officer who are responsible for all daily logistics, reviewing quality and timeliness completion of work, conducting safety meetings and maintaining good communications with the client. **Amedzo Trading & Projects** impressive client includes a number of high profile South African businesses and governmental organisations, such as:

- DENEL GROUP
- SITA
- TRANSNET
- ESKOM
- SARS

- CITY OF TSHWANE
- CENTRAL AND PROVINCIAL GOVERNMENT AND CITY OF JOHANNESBURG.
- VHEMBE MUNICIPALITY
- RO-AL CONSTRUCTION
- FASKEN MATINUE
- FOREVER LIVING PRODUCTS
- WIMPY
- NANDOS

**Amedzo** high level credentials include:

- Construction Industry Development Board (CIDB) ratings of 3GB PE and.
- 100% black female youth-owned
- Level 1 contributor to BBBEE in terms of the DTI's Construction Sector Charter.
- General Construction Certificate
- Construction Management (MSC)
- Tax Clearance (letter of good standing with SARS)
- Engineering Certificate
- Electrical
- Plumbing
- Ck Document

## **CURRENT POSITION AND FUTURE OUTLOOK**

The business is in its sixth year of operation. Operations are conducted from facilities located at Africa Heritage Society, 325, Rivonia Boulevard, Rivonia, Gauteng, (RSA). Sales increased in 2014 and are expected to do the same in 2015. These healthy increases are due to the Denel Group for entrusting Amedzo, with ongoing projects to create sustainable employment. At the moment we are busy upgrading the Denel building a project worth about R1,8 million, this is an indication that we are delivering according to our customer expectations. An area of

opportunity in the future will be working on bigger project from government and private sectors.

## **MANAGEMENT AND OWNERSHIP**

**Nkgomeleng Julia Petla** is the founder and Managing Director Amedzo Trading & Projects. MS Petla has been instrumental in the development and growth of Amedzo since its formation in 2009. She is committed to providing a reliable service in projects, construction and quality management. As a trusted member of the community at large, she renders her business practice as an honest, reputable, reliable and mostly a trustworthy Managing Member. As a company we plan to improve a lot in the wide construction arena and transferring skills to skilled, unskilled as well as the unemployed. Being a Financial Guru Julia constantly outsources quality materials and profidi Craftsmanship in the construction industry at a very competitive cost. Ms Petla's credentials are; MBL, and related short programmes within the business environment such as Communication skills, Project Management, etc.

**Molefe Mathabatha** is a civil engineer by profession. Mr Mathabatha is the Contracts manager of Amedzo trading and Projects. Prior to this he was a candidate in Civil Engineering and Building Construction at Tshwane South College. Where he received an Award in the Best Candidate in Concrete Structures in 2009 under the sponsorship of Murray and Roberts, Grineker LTA, Group Five, Basil Read, WBHO, Master Builders and SAFSAC, event took place at University of Pretoria, Groenkloof campus and furthered with the University Of South Africa (UNISA), where he conducted a National Diploma in Civil Engineering.

His previous professional experience includes Trainee Technician at Murray and Roberts Construction, Site Technician at Ubuhlebethu Business Enterprise and later he worked as Site Agent at Makgetsi Construction in Tzaneen, Limpopo. Mr Molefe Mathabathe also worked as part of the project implementation of ESDA Pilot Project (CIDB), Groenkloof, from 2011 to 2013. His forthcoming commitment include: BSc in Civil Engineering studies and thereafter in field for Civil Engineering Consulting and Contracting.

**Victor Oseghale** (MSC Construction Management and Quantity Surveyor) is from a project management environment, he qualified and worked as a Construction manager for over a decade, with enough experience to complete the services to be rendered.

**Joshua Petla** is the Logistics Manager of Amedzo Trading & Projects. Mr Petla has been with Amedzo since its inception. Mr Petla is responsible for procurement and logistics within the organisation, and is also an all-rounder and work closely with the Managing Director to assists with the execution of the overall strategy of Amedzo Trading & projects.

**Trust Petla** is an Office Manager with vast experience, reputation and dedication which determines his standards of performance. He provides the infrastructural backbone for Amedzo Trading and Projects cc, ensuring that the daily administrative operations are run to its optimum.

**Edith Matshivha** is an Operations Manager as well as SHEQ Representative. She has a National Diploma from Tshwane University of Technology where she majored in International relations and communication sciences. She also holds a SAMTRAC, Ashepp, HIRA and First Aid level 1&2 certificates from NOSA. She also hold a certificate from Labour Guide SA for a Construction Regulations 2014 Seminar She has worked as a SHE consultant for Unarine Business Consulting working where she did a project for Coal of Africa building a block for Renaissance High School in Musina . She has also worked as a SHE consultant for Aquaproof for a project done at Faurecia in Pretoria North. She is in charge of the safety, health environment, and quality assurance side of the business, she supervises and coordinates work systems to ensure that the products or services of the company meet the highest quality standards and that the working conditions of the company are favourable and safe. She also handles development and implementation of organizational strategies, policies and practices. She is responsible for Logistic management, Budget management, Operational Strategizing, Management of Support Services as well as Third Party Relations

**Babalwa Dana** is our office administrator, she comes from a Customer Service industry. She is organised, always has things under control and eager to learn new things. She ensures that the business office is ran smoothly and all is under control.

## **UNIQUENESS AND DIFFERENTIATION OF THE SERVICE**

Amedzo Trading & Projects utilizes the most current technology to enable it to not only to provide competitive pricing but also for the monitoring of existing projects. Through the use of a digital camera, Amedzo Trading & Projects can post pictures of current projects on its website. This allows customers to constantly monitor status of projects. It has combined the latest in technology with an unfilled need and has promised to deliver a high quality services and products at a competitive price. We have built an excellent reputation of completing projects of high quality on time, on budget adhering to the scope. We are now considered contractor of first choice by many well-known companies.

## **COMPANY VISION**

To become one of the leading black woman entity by providing the best service without compromising QUALITY

## **MISSION STATEMENT**

Having a client-centric operating model, **Amedzo Trading and Projects will** always go an extra mile to meet and exceed client expectations by providing a world-class quality services that combine performance with value pricing, while establishing a successful relationship with our clients, business partners and our suppliers. **Amedzo Trading and Projects is** a single point of contact – a one stop establishment that leaves you the latitude to concentrate on your core business while we handle your non-core business.

We **STRIVE** to:

- Set goals for continuous improvement of our service.
- Ensure that required skills are transferred in an equitable manner as far as training is concerned.
- Use our environment in a responsible and caring manner.
- Prioritise safety, health and skills of our employees on a continuous basis.
- Support projects aimed at social responsibility.
- Create jobs and employ people according to an Employment Equity Plan
- To provide an excellent service to our clients, by giving them their principal position in the business and by treating them with integrity and honesty they deserve.
- To deliver quality service on time and at the convenience of our clients.
- To always use quality material to give our customers value for their money.
- To train young professionals who wish to operate in the same industry.

Our **STRATEGY** :

- We employ only well trained personnel who are in the position to perform their duties in the most effective and efficient manner, therefore employee training is a high priority in our company.
- Apply quality management guidelines as laid down by International Standards Organization (ISO 9000) and SABS.
- Support and furthering objectives of the Reconstruction and Development Program (RDP) by empowering the previously disadvantaged groups through skills transfer.
- Support affirmative action principles as enunciated by the Central Government of South Africa.
- Provide good quality products, so that the risk to our customer is managed and kept as low as possible. We will recommend internationally accepted and proven standards to ensure the best maximum value protection for our clients' interest.
- To be the preferred supplier of profitable selected engineering construction and environmental services to a broad customer base through sustained quality service
- To survive and thrive with integrity and enterprise thereby creating stakeholder wealth and opportunities for employee advancement
- To provide total quality, cost effective, professional and timely construction services solutions and products to satisfy the business needs of Amedzo customers
- To be the most responsive and reliable construction company in the industry.
- To promote science and technology at school level as well as interfacing with colleges and universities students and creating opportunities for practical training with Amedzo
- To promote skills transfer to historically disadvantaged individuals and communities

- To instill environmental and safety sensitivity in the communities, etc.

## OUR CORE VALUES

**Quality:** Building excellence.

**Safety:** No task is so important that we cannot find a safe way to do it.

**Integrity:** We do the right thing for our customers and employees. We do what we say.

**Resourcefulness:** We are a can-do, get-it-done company.

**Profitability:** We provide great value for a fair return. We strategically re-invest our profits to maintain operational excellence.

**Customer Satisfaction:** We listen, we build trusting relationships and we stand behind our work.

**Economic Inclusion and Diversity:** We are dedicated to being top-of-class in providing mentoring and opportunities for emerging firms.

**Innovation:** We collaborate to innovate and deliver the highest expertise.

**Social Responsibility:** We are committed to the community, environment and employees.

## OUR SERVICES

### BUILDING

Our successful performance in this sector is supported by a client base of major players in the industry who have commended Amedzo Trading & Projects on their ability to deliver

### **Specializing in General Construction**

- General Building
- Civil
- Waterproofing
- Plumbing
- Electrical

### **Maintenance: Supply and Install**

- Paving
- Ceiling
- Painting
- Waterproofing
- Roofing
- Tiling
- Plumbing
- Brickwork
- Office Partitioning and Dry-Walling
- Electric: Wiring, tubing and electric fencing
- Supply and install glass and aluminium products

### **Project Management**

When undertaking a project/programme we believe transparency is essential therefore we provide our clients with detailed information on the status and progress of the project at all times.

- We also collate and report actual costs and scope completion.
- We are consistent, accurate, honest on the information we provide to our clients.
- Ensuring all work is completed according to CIDB standards
- Direct supervision of all work at the job site.
- Quality control/ Cost control
- Scheduling subcontractors and material deliveries.
- Time management

### **SAFETY**

*"Safely, the only way to work!"* That is the motto by which we live.

We are committed to safety above all else, and this commitment is central to everything we do. Our proactive approach creates value for our clients and safeguards our most important asset:



our employees. Our entire team is dedicated to maintaining a safety-focused and environmentally sound business; our safety culture is promoted by each member of our team through planning, implementing and evaluating safety practices on a daily basis.

Our safety program is proactive and action-oriented; everyone from management to trades people is involved in making a zero-incident workplace a reality. We use daily pre-task planning sessions, ongoing safety inspections, weekly safety meetings, safety seminars, special equipment training, safety manual reviews and email updates to assist in attaining our goal of zero incidents.

Our substance abuse program includes pre-hire, post-accident, fitness for duty, for cause and random drug and alcohol testing. All employees, including management, are subject to random testing equal to 25% of our annual workforce.

Our safety culture at Amedzo focuses on keeping motivational messages and emotions at the forefront of everything we do - every day. Family-oriented messages remind us to keep safety at the top of our minds with posters and banners placed throughout our projects. Bringing our families to the jobsites with these visual reminders positively impacts how we approach and value safety.

#### **CONTACT DETAILS:**

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