



Surname: Hefer
First Names: Elke Helene
Date of Birth: 12 December 1977
Nationality: South African
Cell: 084 232 0007
Email: elke@pba.co.za

Education:

Secondary:	
Institution :	Achievements:
St Michaels School, Bloemfontein (1996)	Matric Certificate
Tertiary:	Degree(s) or Diploma(s) obtained:
University of the Free State (1997-2001)	B.Sc. (QS)
Executive Education (2004)	Diploma in Project Management

Language Skills:

Competence scale 1 – 5 (5 = excellent; 1 = beginner)	Reading	Speaking	Writing
English (1 st language)	5	5	5
Afrikaans (2 nd language)	5	5	5
German (3 rd language)	5	5	5

Executive Summary:

Quantity Surveying

Other Skills:

Computer Skills:	Competence scale 1 - 5 (5 = excellent; 3 = average; 1 = beginner)	Rating
Internet		4
Microsoft Excel		4
Microsoft Outlook		4
Microsoft Word		4
WinQS		4



Summary:

I am a competent quantity surveyor

Professional Experience:

Period	Position	Company
1998	Student (3 weeks vac work)	Malan & Klopper Quantity Surveyors
1999 & 2001	Student	Greyling Quantity Surveyors
2002 - 2004	Candidate Quantity Surveyor	Davis Langdon
2004	Candidate Quantity Surveyor	Melki Properties (PDi Initiatives)
2004 - 2006	Senior Quantity Surveyor	Davis Langdon
2007	Associate	Davis Langdon
2007 - 2008	Senior Quantity Surveyor	Abakali Quantity Surveyors
2009 - 2012	Chief Quantity Surveyor	BKS (Pty) Ltd
2006 - 2011	Part-time Lecturer	UKZN
2013 - current	Quantity Surveyor	Pulana Baxter & Associates
2013 - current	Specialist Instructure	DUT

Professional Affiliations:

Registered Professional Quantity Surveyor (PrQS), The South African Council for the Quantity Surveying Profession (No. 3255)
Professional Member (PMAQS), The Association of South African Quantity Surveyors (No. 4404)
Professional Member (MRICS), The Royal Institution of Chartered Surveyors (No. 1279940)
Chairperson of the ASAQS KZN Chapter (2010/2011)
Board member of the ASAQS (2010/2011)

Hobbies and Other Interests:

I enjoy spending time with my family, gardening, music, performing arts, socialising with my friends. I also enjoy reading and researching the latest regulations, trends and practices in my studied field.