

**Improve Your Employees'  
Competence, Motivation and Dedication**

*Improve Your Profitability!*



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Let us show you how OGE,  
a well established organisation specialising in  
Selection, Assessment and the Management and  
Facilitation of Training and Development,  
can boost your profitability.

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can boost your profitability.

## How do we achieve it?

By maintaining extraordinary service to our clients! Providing you, our client, with a professional, value added service and thereby improving your productivity, efficiency, growth and profitability, we build long-lasting and mutually beneficial relationships.

## The OGE Client Promise

OGE is a management and training consulting company specialising in the assessment, training and development of human resources at all levels.

OGE provides its clients with the unique benefits of an established assessment, selection, training and development organisation staffed by highly qualified management consultants experienced in commerce and the service sectors, working with the latest technology for assessment, selection, in-house and distance learning at competitive cost.

Founded as a Human Resources Generalist Company over a decade ago, OGE has established itself as a strong competitor in the Human Resources field through strategic partnering and associations. Over the years OGE has rapidly expanded its services and capabilities based on the following key strengths:

- Providing you the client with immediate and professional service
- Building long lasting relationships with our clients
- Maintaining extraordinary service levels with specific focus on immediate, medium and long term needs of our clients

**Let us show you how we do it!**

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## Our Clients

Based on detailed individual studies of the client company's needs, assessment, selection and training and development programmes are customised to meet specific requirements.

With a proven track record over the past 12 years, working with blue chip domestic and international companies in the commercial, industrial and service sectors of the economy, OGE's skilled management specialists are well positioned to fulfil your organisation's skills development needs.

Current and recent clients include the following:

Ford Motor Company  
BMW SA  
British American Tobacco  
BMW (United Arab Emirates)  
Peugeot Motors South Africa  
Nissan South Africa  
Wits Business School  
Anglo American  
Liberty  
Premier Automotive Group  
Land Rover UK  
Kjeaar Group (Denmark)

**Contact information is available on request.**

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# 1. Products, Services and Programmes

## 1.1. OGE Recruitment & Selection Services

- OGE offers services ranging from:
  - Job Profiling
  - Recruitment campaign design
  - Sourcing of applicants
  - Advertising (Anonymous if required)
  - Response handling
  - Initial selection
  - Secondary and primary selection
  - Placement
- In addition we offer services through our network such as:
  - References
  - Credit checks
  - Criminal checks
  - Drivers licence verification and driver competence assessment
  - Qualification verification
- Our extensive range of selection tools and techniques include:
  - Interviews
  - Written assessments
  - Role plays
  - Leaderless group
  - In-basket
  - Psychometric assessments
    - § Personality
    - § Aptitude
    - § Ability

What advantages do psychometric tests have over other forms of assessment? The first advantage they have is that they add a degree of reliability to the selection procedure that cannot be achieved without their use. Test results can be represented numerically making it easy both to compare applicants with each other, and with pre-defined groups (e.g. successful vs. unsuccessful job incumbents). In the case of personality tests the test addresses the issue of how the person characteristically behaves in a wide range of different situations and with different people.

Thus psychometric tests of personality, aptitude and ability provide a range of information that is not easily and reliably assessed in other ways. Such information can fill important gaps which have not been assessed by application forms, interviews and references, and can also raise questions that can later be directly addressed in the interview. Their use adds a degree of breadth to assessment decisions which cannot be achieved in any other way.

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## 1.2. OGE Training and Development Services

OGE specialises in Training and Development. The emphasis is on the design and development of training interventions and programmes, the delivery thereof, management development, people assessment and training management. We work with a large network of associates who bring various skills to our own repertoire.

- OGE offers training and development interventions covering a wide range of fields
- Where required, registrations and recognition is acquired according to client specifications
- OGE works extensively with WBS, again rated in 2005 as the best business school in SA, interactively developing unique strategies for specific needs
- Each project is addressed based on its own specific requirements and needs, taking into account the client's organisation, its industry and environment
- Interventions are customised for the target population
- Delivery methodologies include self-study, distance learning and classroom with on-the-job assignments and assessments
- Competence and development form the core of our approach

We have experience in the implementation and co-ordination of distance learning programmes and the skills to provide expert advice and information regarding the management of training and development.

OGE has invested heavily in our e-Learning capability over the past year and is now able to start delivering training on the WWW. Soon we will be in a position to do assessments for selection and developmental purposes, as well as RPL, on the WWW to. This is a major move that will bring both flexibility and cost saving advantages to our customers.

**For more information, please contact us!**

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## 1.2.1 Training and Development Management

- NQF and all Related Issues
- Strategy Design
- Delivery Systems
- Management
- Course Design and Development
- Training Needs Analysis
- Skills Development Facilitation
  - Workplace Skills Plans
  - Individual Development Plans

## 1.2.2 Examples of Training and Development Products

- National Diploma in Business Management (Motor Retail): NQF Level 5 (6 and 7 available on request)
- The Functions of Management
  - Managing
  - Leading
  - Planning
  - Implementing
  - Controlling
- Finance
- Marketing
- Operations
- Human Resources
- Mentorship and Coaching
- Risk Management
- How to Learn
- Computer Training

## 1.2.3 Assessment

- Development Centres
- Management Opinion
- Competence Assessments
  - Knowledge Assessments
  - Skills Assessments
  - Attitude Assessments
  - Capability Assessments

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## 1.2.4 E-Learning and Blended Learning

- **Blended and E-learning Consulting**

The "how" of transforming learning. That's what OGE Advisory is here to support you with. With 20 years of experience in training, development and supporting organisations, we know how. How can we support you?

- **Need to get your whole learning structure aligned?**

We can audit where you are today as a learning organisation and together with you determine where you want to be - or should be. Then we can assist in shaping your learning strategy to get you there.

- **Time to get some learning done?**

We help you implement your solutions and evaluate your success

- **Need to ensure your learning design is effective?**

We will help to design world-class e-learning for you and ensure it's built for performance. We also bring considerable experience in designing blended learning that works.

- **Want to get the learning skillset right for you?**

If you are looking to enhance your team's skills in learning or source talented professionals on demand, we can help you.

- **Want to ensure your learning processes are efficient?**

For support to ensure your processes are set up for success, including help with learning procurement, talk to us.

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### 1.3. OGE General Facilitation, Workshops & Intervention Services

OGE offers a range of consulting services through a number of functional specialists. In order to address the systems nature of business, all consultants work within cross-functional teams set up to address specific client needs. The services often overlap and are used on a contingency basis.

- OGE offers workshops and interventions covering a wide range of fields
- Workshops and interventions are customised to address your organisation's specific needs
- The outcomes are predetermined through discussions with the relevant task team/s
- Activities are designed to achieve the outcomes within budget and group parameters
- Examples include:
  - Team building
  - Visioning and strategic alignment
  - Team planning
  - Specific problem solving and opportunity identification
  - Climate surveys, gap analysis and addressing the resultant organisation development needs
  - Training and development needs analysis
  - Group and individual development plan structuring

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## **Abbreviated Curriculum Vitae**

### **Jan H Combrink**

### **OGE Member**

Jan grew up in Kempton Park where he matriculated in 1976. He obtained his B Com degree from the University of Pretoria and B Com Honours from Unisa. Later he obtained an MBA from Potch University. He is also a registered Psychometrist.

He worked in several industries and in diverse areas within human resources. He finally decided that human resource development was his first choice and has been active in this field for the past seventeen years. Specialising in the management of training according to the NQF requirements and management development, his primary interest is in assessments, developing and presenting integrated management programmes, focusing on the full development of the individual as a holistic human being.

After a spell at Eskom, Jan joined the banking industry in 1984 and advanced to the position of Assistant General Manager responsible for Management and Sales Training in the largest bank in South Africa. Twelve years ago he started his own management training and development consultancy, called OGE (Organisational Growth Enhancement), realising a life-long ambition.

OGE works with a large number of associates in a variety of industries on various business, training and development related projects. These include management programmes - covering the full spectrum of business and people management skills - and training and development management within the NQF framework. Long-term relationship has been established with a number of organisations.

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