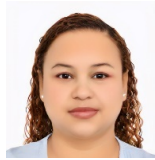


Mishka Harris

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Address: Al Reem Island, Abu Dhabi, United Arab Emirates



Profile

I am a qualified EFL teacher. I enjoy being creative and am also keen to use this creativity in different aspects. I work well in a team and can communicate well at all levels and ages. Mature and lively, I have a variety of outside interests and remain committed to improving my skills further and contributing to the success of your organisation.

TEFL Training

April 2022 – October 2022 | **TEFL Certificate - The TEFL Academy, UK**
(online)

Education & Courses

2000 - 2004 | **Stanger Secondary School (South Africa)**

Employment :

2023 - CURRENT | **Apollo English Education Vietnam**

- Plan communicative, student-centred, and participative lessons while following a designated syllabus
- Participate in professional development activities. These include training sessions, peer observations, and developmental observations led by senior academic team members
- Teach across our range of levels, ages, and courses
- Write student reports
- Teach classes, as required

2021 - 2022 | Infant Caregiver

- with 1.5 years' experience, providing exceptional care to 1 child, from birth to 18 months.
- Adept at organising child's daily schedule, including meals, nap time, school, and recreational activities.
- Proficient in communicating with children at different developmental ages.

2012 - 2016 | Human Resources Assistant / Customer Service Agent (South Africa)

- Conduct employee orientation, vacancy Recruitments
- Maintains employee records, reviews, and attendance tracking,
- Capturing of employee working hours, paying of wages (cash & transfers).
- Provides employees with information regarding policies, job duties, working conditions, wages, opportunities for promotion

2007 - 2011 | Administration Clerk (South Africa)

- Computer data capturing,
- Customer relationship maintenance,
- Deal/solve client queries
- Processing & labelling of freight,
- Maintaining a filing system,
- Dispatching,

Hobbies & Interests

I love to travel when possible and enjoy meeting new people and experiencing different cultures. I find pleasure in listening to music and reading.

Personal Details

Date of Birth: 29 March 1987

Marital Status: Married

Health: Excellent

Nationality: South African

REFERENCES ON REQUEST