



PAMELA DU PLESSIS

pamdup@live.com ♦ 8 Anderson Lane Klippoortjie ♦ 0823521912

PERSONAL INFORMATION

Full name: Pamela

Surname: Du Plessis

Id number: 860212 0079 087

EDUCATION

St Andrew's School for Girls

IEB matric certificate

2000-2004

The University of Johannesburg

Bachelor of Art: Psychology

2010

The University of Johannesburg

Post Graduate Certificate in Education

2011

Teaching subjects: English and Life Orientation

The University of Johannesburg

Postgraduate Diploma in Inclusive Education

2018

TEACHING EXPERIENCE

Boksburg High School

Educator– Life Orientation

2008-2017

- Teaching a full timetable
- Life Orientation department admin
- Cluster leader for grade 8
- Provincial teacher moderator
- ITC administrator
- In-service IT trainer
- Exam planning
- Exam Invigilation
- Assistant Chief Invigilator Grade 12 Exams
- Colours and scrolls committee

Deputy HOD – Life Orientation

2015-2016

Deputy HOD – Life Orientation and Computer Application Technology

2017-2018

- Chief invigilator
- Disciplinary procedure of staff member
- Exam Invigilation
- Exam planning
- Grade 9 academic grade head
- Grade 9 Subject choice
- In-service IT training
- Interview for new staff members
- ITC administrator
- Management and support of two new staff members
- Management of discipline policy
- Management of entire Life Orientation Department as well as CAT department
- SA SAMS curriculum set up
- Set up of new laptops
- SIAS trained
- Support and intervention of failing learners
- Distribution of care packages to learners and staff in need
- Intervention and support to learners coordination
- Student teacher support and mentoring.
- Emotional support of educator

Bishop Bavin School

Head of ICT, Computer Application Technology and IT

2018-July '20

- Ordering and purchasing of ICT related stock and equipment
- Management of learners account on network
- After school research assistance
- Super user of Engage School Management System
- Running of assessment reports
- Loading of time tables
- Assigning classes
- Exam Timetable development
- Allocation of substitution
- Coordination of stock take
- Staff training
- Participation in Olympiad – learner placed 1st in province
- Support of staff and learners with online academics

Woodlands International College

- Subject Head IT and CAT
- Head of STEAM
- Teaching of IT and CAT from grade 7 to 12

September '20-'21

St Andrews School for Girls

- Teaching of IT and CAT from grade 8 to 12
- Head of coding and robotics
- Coordinator and planner of Grade 8 coding and robotics camp making use of Festo Robotic and the Code them Young program
- Cross curriculum innovation and integration projects
- Only school in South Africa using the Festo Didactics system
- 2023 matric student in the top 1% of the IEB for CAT

2022 to current

COMPUTER SKILLS

- Proficient in Microsoft suit including Word, PowerPoint, Excel, OneNote, Outlook SharePoint, Teams
- Apple educator
- Microsoft educator
- Introduction of an online learning platform to educators and learners

LANGUAGES

- English – fluent
- Afrikaans – adequate

MEMBERSHIPS

- SACE registered

REFERENCES

- Michael Dos Santos 0834206556
 - Alistair Dry 0828243893
-

