



ILSE MOUTON

PROFILE

I am a very creative person and fast at performing tasks at hand. I am friendly, honest, and loyal in my workspace, and I learn quickly. I have a lot of experience in the Hospitality and management industry. I work well under pressure and communicate easily with people.

CONTACT

PHONE:

082 070 3253

EMAIL:

ilzemouton4@gmail.com

SKILLS

- Proficient in expert problem-solving techniques
- Possesses strong management capabilities
- Demonstrates proficiency in computer literacy
- Delivers excellent customer service
- Exhibits effective leadership qualities
- Engages in innovative and creative thinking
- Adapts readily to changing environments
- Displays superior organizational skills
- Exercises decisive decision-making abilities
- Communicates with outstanding clarity and effectiveness

EDUCATION

Ben Viljoen High School

2016 - 2020

National Senior Certificate

The TEFL Academy

2024-2024

Level 5 Diploma in Teaching English as a Foreign Language (168h)

WORK EXPERIENCE

Loskop Valley Lodge & Restaurant – Front of House Junior Manager

March 2023 - Present

- Greeted visitors promptly, both in person and on the telephone, effectively addressing or referring to their inquiries.
- Managed client check-ins and check-outs efficiently using Hotsoft for bookings.
- Conducted thorough night audits every morning.
- Provided exceptional assistance to customers at the breakfast buffet, lunch, and dinner.
- Conducted stock assessments every other day.
- Served as the bartender one weekend per month at the bar.
- Quoted and organized invoices with precision.

Kumi Farmstall & Restaurant Maroelin Pty Ltd - Manager

July 2022 – March 2023

Recruiting, training, and supervising staff; planning menus; promoting and marketing the business; overseeing stock levels and ordering supplies; performing cashier duties for one hour daily; conducting stock takes; providing client services; and possessing computer skills.

Amper Alles - Retailer

Jan 2022 – June 2022

Welcoming and engaging customers as they enter the store; setting and meeting sales goals; assessing customer needs and suggesting appropriate solutions; performing stock takes; creating and finalizing quotes.

Riviersig & Renosterkop – Assistant Restaurant Manager

Aug 2021 – Dec 2021

I directly support the manager by supervising waitstaff and bartenders, managing event quotations, securing bookings, and orchestrating event decorations. I conduct stock assessments and take charge of staff oversight. I collaborate with the manager to enhance operations by supervising the waitstaff and bartenders, providing accurate event quotations, securing bookings, and creatively coordinating decorations for events. Additionally, I conduct thorough stock assessments and actively oversee staff activities to promote a positive work environment.

REFERENCES

Riviersig & Renosterkop. Leizel Kriel (Owner) – 076 376 1307

Kumi Farmstall & Restaurant Jaco (Owner) – 079 358 2214

Loskop Valley Lodge & Restaurant Denize

(Assistant Manager) – 082 770 1203



REPUBLIC OF SOUTH AFRICA

STATEMENT OF RESULTS / STAAT VAN UITSLAE
NATIONAL SENIOR CERTIFICATE / NASIONALE SENIOR SERTIFIKAAT

NOVEMBER 2020

ILSE MOUTON

EXAMINATION NUMBER / EKSAMENNOMMER: 7201041030082
 ID NUMBER / ID NOMMER 0201150583080
 DATE OF BIRTH / GEBOORTEDATUM 20020115
 CENTRE / SENTRUM: (7104103) HOËRSKOOL BEN VILJOEN

(710) SEKHUKHUNE SOUTH LIMPOPO DEPARTEMENT VAN ONDERWYS

Code Kode	Subjects Vakke	Percentage Persentasie	Achievement Level Prestasievlak
AFRHL	Afrikaans Huistaal	65	5
ENGFA	Engels Eerste Addisionele Taal	70	6
MLIT	Wiskundige Geletterdheid	73	6
LIFE	Lewensorientering	69	5
GRDS	Ingenieursgrafika en -ontwerp	62	5
HOSP	Gasvryheidstudies	57	4
TRSM	Toerisme	69	5
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Die kandidaat kwalifiseer vir die Nasionale Senior Sertifikaat en voldoen aan die minimum vereistes vir baccalaureus graad-, diploma of hoër sertifikaatstudie soos gepubliseer in die Staatskoerant vir toelating tot hoër onderwys.			

DATE / DATUM 2021/02/19


 ACTING SUPERINTENDENT GENERAL
 WAARNEMENDE SUPERINTENDENT-GENERAAL

Achievement level Prestasievlak	Achievement Description Prestasiebeskrywing	Marks % Punte %
7	Outstanding achievement / Uitmuntende prestasie	80 - 100
6	Meritorious achievement / Verdienstelike prestasie	70 - 79
5	Substantial achievement / Beduidende prestasie	60 - 69
4	Adequate achievement / Voldoende prestasie	50 - 59
3	Moderate achievement / Matige prestasie	40 - 49
2	Elementary achievement / Basiese prestasie	30 - 39
1	Not achieved / Onbereikende prestasie	0 - 29

DIE NASIONALE SENIOR SERTIFIKAAT SAL AAN DIE SKOOL GESTUUR WORD.

THE DEPARTMENT RESERVES THE RIGHT TO EFFECT CHANGES TO THIS DOCUMENT IF NECESSARY.
 INDIEN NOOIG BEHOE DIE DEPARTEMENT DIE REG OM WYSIGINGS AAN DIE DOKUMENT AAN TE BRING.

This is to certify that

Ilse Mouton

has achieved the following qualification:

**Qualifi Level 5 Diploma in Teaching English
as a Foreign Language (TEFL) (The TEFL Academy) (RQF)**

Qualification Number: 603/3835/0

Awarded on: 16 November 2024

Certificate Number: D180779

Guided Learning Hours: 168



Jason Goodyear
Responsible Officer



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Unit Transcript

Qualifi Level 5 Diploma in Teaching English as a Foreign Language (TEFL) (The TEFL Academy) (RQF)

is awarded to:

Ilse Mouton

on successful completion of the following units:

Unit Number	Unit Title	Credit(s)	Result
M/617/3459	An Introduction to Lesson Planning	3	Pass
H/617/3460	Teaching English Vocabulary	3	Pass
K/617/3461	Teaching Pronunciation	3	Pass
M/617/3462	Understanding English Grammar	5	Pass
T/617/3463	Teaching Receptive Skills: Listening and Reading	5	Pass
A/617/3464	Teaching Productive Skills: Speaking and Writing	4	Pass
F/617/3465	Teaching English Grammar	6	Pass
J/617/3466	History of the English Language and English Language Teaching	3	Pass
L/617/3467	Teaching Materials and Aids and Classroom Management Strategies	3	Pass
R/617/3468	The Effective use of Resources for TEFL	5	Pass

Awarded on: 16-November-2024

Certificate Number: D180779

Guided Learning Hours: 168

Centre Grade: Merit



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