Resume of

 Shaista Jainarain / Naidoo

 0606602995/ 0639446235

 starshaai@gmail.com

Cover letter

I am and enthusiastic ,confident and hard working young lady who has a creative streak and is full of energy and drive ,I am digitally inclined and highly computer literate as I have obtained a graphic design qualification with Damelin and I have the knowledge to teach coding and robotics using the cubroid robotics kit ,itoo have patience for children as I have been teaching for the past 11 years I am proficient in the English language and have experience of teaching it . I have obtained my TEFL OF 165 hours and have completed the following subjects : Introduction to lesson planning

Teaching English vocabulary

Teaching pronunciation

Teaching receptive skills

Teaching productive skills

Teaching English grammar

History of the English language and English language teaching

Teaching materials and aids and classroom management strategies

Effective use of resources for TEFL

I have good people skills and I am well versed when it comes to teaching and applying skills especially when it comes to English.

 Personal Details

Surname : Jainarain / Naidoo

Name : Shaista

D.O.B : 02/01/02

Contact numbers : 0606602995 /0639446235

Nationality : South African

Gender : Female

Marital status : Single

Home Language : English

Other Language : Afrikaans

Health : Excellent

Drivers Licence : Yes

Computer Literate : Yes

 Educational Background

**Name of school:**

**Primary** : Parkside Primary School

**High school** : Lenasia South Secondary School

**Subjects**  : Mathematics , Physical Science , Accounting , Life Sciences, English , Afrikaans, Life Orientation.

Year passed : 2009

Highest grade : Matric

Tertiary : Roodeport Campus

Qualifications : Early Childhood Development

N4: Didactics, Education,Child health.

N5: Communication , Entrepreneurship and Business Management .

N6: Management ,Educational Psychology and Commuinication.

Lyceum college

Grade r diploma

TEFL LEVEL 5

168 hours

Subjects:

Introduction to lesson planning

Teaching English vocabulary

Teaching pronunciation

Teaching receptive skills

Teaching productive skills

Teaching English grammar

History of the English language and English language teaching

Teaching materials and aids and classroom management strategies

Effective use of resources for TEFL

Coding and robotics trained by department of education with cubroid kit

Graphic design certificate (damelin)

Adobe

Indesign

Creative Adobe

 Personal Achievements

Completion of Matric

Completion of ECD (Early Childhood Development) Diploma

TEFL LEVEL 5

GRAPHIC DESIGN QUALIFICATION WIH DAMELIN

Completion of TEFL 165 HOURS

 Employment History

Name of Company : Lethabong Stationers

Contact Person : Shiraz Kadir

Contact Number : 083 791 5849

Job Description : Sales

Name of Company : National Health Laboratory Services

Contact Person : Charlene Abrahams

Contact Number : 011 386 6099

Job Description : Administration

Name of Company : Gemini Parts

Contact Person : Ebrahim Khan

Contact Number : 083 442 2800

Job Description : Administration

Name of Company : Kiddies Corner

Contact Person : Geeta Jagjiva

Contact Number : 011 855 4127

Job Description : Teacher

 Toddlers (ages 2-3)

 Preschool (ages 3-4)

 Grade R (ages 5)

Name of Company : Parkside Primary School

Contact Person : Randal Radcliffe

Contact Number : 071 909 4161

Job Description : Afrikaans Teacher Grade 4 and 5 ( For one year)

Name of Company : Parkside Primary School

Contact Person : Praba Naicker

Contact Number : 083 651 0723

Job Description : Grade R Teacher (for 7 years)













