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| Shannon Hadley  shannonhadley6@gmail.com071 720 2412  |  | | --- | |  | | **ABOUT ME**  I am a degree educated, qualified EFL teacher. I also have a background in psychology. I enjoy using my creativity to produce stimulating lessons to inspire and engage a class. I work well in a team and can communicate effectively at all levels and ages. | | **HOBBIES**  I love art, painting, sculpting and needlework.  I also love experiencing new things with friends, especially if it is something from another culture. | | **PERSONAL DETAILS**  DATE OF BIRTH: 14/04/1996  NATIONALITY: South African  LANGUAGES SPOKEN: English – Fluent native speaker, Afrikaans – Beginner/ intermediate second language. | | **REFEREES:**  Character references and any other refences desired can be provided on request. | | |  | | --- | | Experience My degree majored in counselling and psychology, which gave me experience in developmental topics, including educational development. I have also developed a respect for people and their views and culture.  During my studies, I was involved in planning outreach programs that would benefit my community.  I also have experience in volunteering at an equestrian riding center for disabled children. This experience in particular showed me how to gently interact with younger children. | | TEFL TRAINING **Level 5 168 Hour TEFL Certificate – The TEFL Academy, UK.**   * April 2022 – September 2022   - Created lessons for a variety of levels from pre-intermediate to advanced  - Teaching speaking, listening, reading and writing  - Material & resource creation, utilizing the internet  - English grammar and how to teach the essential language  - Needs analysis and teaching in different situations  - Classroom management and teaching techniques  **Teaching English Online and One to One (30 hours)**   * October 2022TTA Brand (1).jpg | | Education |  Ba Applied social sciences/ April 2021The South African College of Applied Psychology  * Majored in counselling and psychology * Training on topics related to psychology * In depth knowledge of academic writing * Through the structure of the course, opportunities were provided to improve leadership skills. * Scored A grades and distinctions for a majority of the classes |

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| EMPLOYMENT House and pet sitter – Part-time – Dec 2018 – Present   * Provide professional customer service to clients by sending regular updates concerning their pets. * Meet with prospective clients and provide quality care for various pets in clients homes including walking, feeding, providing water, and checking mail. * Carried out pet owners every direction to ensure uninterrupted animal care and provide in-home companionship to medically-fragile animals with the intention of creating confidence for repeat business. * Conducted primary consultations with new clients and ensured pets received the required amount exercise and playtime, administered oral, and topical medications when needed. * Maintained customer loyalty with professional performance and dedication assuring repeat business with assigned and new clients.   Personal Assistant – Part-time – Dung Beatle Crafts – Nov 2021-Jan 2022   * Had input on product design and was present for creative meetings. * Ensured that team members were prepared and present for meetings. * Assisted in managing stock flow with the company showing a 50% sales growth from the previous season. * Handled communication with manufacturers, as well as customers. * Worked on sourcing the best quality materials at the best prices with considerable savings. |