CURRICULUM VITAE:

MARISKA JOOSTE.

**Mariska Jooste.**

1110 Ballito Groves Estate.
Ballito.
4420.

**Cell:** 074 224 1972

**Email:** Mariska4807@gmail.com

**SKILLS:**

Child minding, waitressing, costumer services, listening skills, teaching, and more!

**EXPERIENCE:**

1. **Umhlali Primary School, Umhlali:**

**Position:** Child Supervisor.

**Reference:** Mr. Sean.

**Holidays/part time** – 2014 to 2016.

* Looking after children from ages 3 to 13 years old, planning and doing set activities with the children, making sure they are engaged throughout the day, and they were kept safe and healthy.

2. **LOLS, Ballito:**

**Position:** Waitress.

**Reference** – Mr. Wolf.

**Weekends/part time** – 2019

* **Waitress.**
	+ Taking orders, customers care throughout the restaurant, accepting payments, serving food and drinks and clearing tables after customers leave, teaching and training runners.
* **Runner.**
	+ Assisting waiters on daily tasks, learning from waiters and cleaning tables.

3. **Ballito Ski Boat Club, Ballito:**

**Position:** Bar lady.

**Reference** – Mr. P Mitchell.

**Part time** – 2020 to 2021.

* **Promotion:** Bar lady.
	+ Tending to the bar, customer care at the bar, managing accounts, accepting payments and drink and food orders.
* **Promotion:** Waitress.

	+ Taking orders, customers care throughout the restaurant, accepting payments, serving food and drinks and clearing tables after customers leave, teaching and training runners.
* **Runner.**
	+ Assisting waiters on daily tasks, learning from waiters and, cleaning tables.

4. **Aloe Vet Clinic, Ballito.**

**Position:** Veterinarian Receptionist.

**Reference:** Dr. P Pillay and Dr. J Lamb

**Full time** – February 2022 to end of March 2023

* Handling reception and front of house, making appointments on the in-house system called AVIMark, checking in and out appointments, customer care, handling phone calls, accepting payments on a point of sales system, handling stock, dealing with complaints, and educating clients on all things pet related.

	+ Hills food professional training: Had Hills dog and cat food representatives train me on the different types of food, (prescription vs non-prescription), and educate me on which foods are used for certain medical conditions.
* Olympic food professional training: Had Olympic dog food representatives train me on the different types of food and educate me on which foods are used for particular types of dogs and age categories.

**EDUCATION:**

**Primary school:** Umhlali Preparatory School.

* Grade R to grade 7.

**High school:** Destiny Life Academy (DLA).

* Grade 8 to grade 11.

**High school:** The Educational Studio.

* Matric (grade 12)

I matriculated in 2021.

**Subjects:**

* English,
* Afrikaans,
* Mathematical literacy,
* Life Orientation,
* Business Studies,
* Dramatic Arts and
* Geography

**TEFL Universal:**

* TEFL level 4 Qualification.
* I completed the 150-hour course through TEFL Universal in 2022, where I was taught how to lesson plan, grade answers, present a class, talk to students in the appropriate level of language in consideration to their ages and more.

**INTERNAL TRAINING:**

Runner.

Waitressing.

Bar lady.

Child minder.

Receptionist.

TEFL English training/teacher

