

RESUME OF KHENSANI ESTHER RAFOUT

CELL: 081 410 0937 **EMAIL:** kay.rafout@gmail.com

ADDRESS: Fairlands, South Africa



EDUCATION AND COURSES

May 2020 – Nov 2020 **Level 5 TEFL Certificate 168hours - The TEFL Academy, UK**

Course included:

- Creating lessons and teaching materials for a range of levels from Elementary to Advanced
 - Teaching speaking, listening, reading and writing - Material & resource creation, utilising the internet - Needs analysis and teaching in different situations
 - Classroom management and teaching techniques
 - Language analysis – vocabulary, grammar and pronunciation
-

2023 - PhD in Education candidate at the University of Pretoria

2017 - 2020 **Master in Education degree**, Leadership and Management, Wits University

2020 - **Homeschooling certificate**, Centre for Excellence

2016 - 2017 **Honours in Education degree**, Wits University

2010 - 2014 **Bachelor in Education**, Psychology and Business Management, University of Johannesburg.

2005 - 2009 **Athlone High School** for Girls'

RELEVANT WORK EXPERIENCE

University teaching (Jiangsu University) - 2 years Teaching English skills such as listening and speaking online to postgraduate students in China. I have also tutored and mentored university students Computer skills and Professional studies for another 2 years (University of Johannesburg).

Primary school teaching - For 9 years I've been based at a school environment having taught English, Afrikaans, Numeracy, Social Science, Financial literacy, Business and Life Orientation, Natural Science and Economic Management Science to non-native speakers.

Primary Leadership - At present, an Acting Deputy principal. Deputising in the absence of the principal. Leading and managing teachers and curriculum delivery. Head of Department and Language coordinator monitoring teacher performance, curriculum development, learner behaviour, lesson planning, teaching and administration and capturing marks and communication with other teachers and parents. I have experience facilitating and coordinating leadership workshops and

school camps. I enjoy organising drama productions at my school which have had a positive turnout. Training teachers is my passion and as such I've had the privilege to represent teachers of Gauteng. In the presence of the United States ambassador (USAID), I encouraged teachers and offered teaching guidance and support on curriculum concepts that teachers find hard to teach.

EMPLOYMENT HISTORY

Deputy Principal at Mondeor Primary School (January 2023 - present)

- Assisting the principal with school leadership and management. Assisting with school readiness, timetabling, assessment quality assurance. Facilitating teacher development programs and intervention workshops to empower and equip teachers with assessments and addressing learners with learning barriers. Monitoring that HoDs are driving the curriculum and monitoring effective teaching and learning in the classrooms. Ensuring adherence to policies and school of conduct.

Head of Department at Mondeor Primary School (November 2021 - present)

- Leading and Managing the language Department - (3 subjects) English, Afrikaans, Tsonga - preparing activities and lessons, marking, moderating and verification of marks and work done by learners. Training and assisting teachers to facilitate teaching process, resources and lessons.

Online English teacher/lecturer, Jiangsu University (March 2021- January 2023)

- Teaching English listening and speaking skills to postgraduate students at Jiangsu University.

Teacher at Forest Hill Primary School, (April 2014 - September 2021)

- Teaching in English, Social Science, Economic Management Science, Natural Science and Life Orientation
- Maintaining positive relationships with existing parents, students and co-workers.

HOBBIES/INTERESTS

I have travelled extensively in my country and enjoy meeting new people and experiencing different cultures.

Music is a real passion and I take vocal lessons to hone my skills regularly. In addition I keep fit by walking and swimming.

REFEREES UPON REQUEST

Freddy Tlhavani (School Principal) - 082 557 2276

Ludy Kinloch (Former Deputy Principal) - 073 419 1155

Rebecca Manyathela (Former Deputy Principal) - 082 668 6380

