



CHARLENE PARKER

English Language Teacher



CITIZENSHIP

South African

DATE OF BIRTH

January 4, 1977

CONTACT INFORMATION

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SKILLS SUMMARY

- TEFL lesson planning, assessment, classroom management
- Proficient in Word, Excel, PowerPoint, Skype, Whatsapp, Adobe Photoshop & Illustrator
- Exceptional written and verbal communication skills
- Time Management
- Creative
- Adaptable

ACHIEVEMENTS

- Most creative student – Cash Prize | 1999
- Best group project clothing production line - Rees Mann Award | 1999
- Semi-Finalist Dream Designer for Schools - Rekord News Paper | 1992

PROFESSIONAL SUMMARY

TEFL certified university graduate seeking position teaching English to children online.

EDUCATION

TEFL Certification

June 2020 | The TEFL Academy, UK



Qualifi Level 5 TEFL Certificate(168 - Hour)

- 20-hour Classroom Teaching Practice TEFL Course
- 148-hour Online TEFL & Grammar Course

Additional Course

- Teaching Online & 1:1 30 hour online course

Bachelor's Degree - Home Economics with specialization in Clothing Marketing

April 12, 2000 | The University of Pretoria, South Africa



TEACHING EXPERIENCE

ONLINE TEACHER

iTUTORGROUP | September 2020 - Current

- Tutoring children, teenagers and adults remotely in English reading, writing, grammar and conversational skills.
- Providing individualized instruction to each student by promoting interactive learning.
- Presenting lessons in a comprehensive manner and use visual/audio means to facilitate learning

BASIC EMBROIDERY SKILLS SUPPORT

Couture Princess Embroidery Designs | 2010 - Current

- Daily technical support for online queries.
- Embroidery software training and support to online clients.

SEWING MACHINE SHOP SKILLS TRAINING

ELNA Sewing Machine | 2008- 2009

- Delivered introductory training to clients of varying sewing skills.

EMPLOYMENT EXPERIENCE

ONLINE ENGLISH TEACHER

iTUTORGROUP | 2020 - Current

- Tutoring children, teenagers and adults remotely in English reading, writing, grammar and conversational skills.
- Providing individualized instruction to each student by promoting interactive learning.
- Presenting lessons in a comprehensive manner and use visual/audio means to facilitate learning

OWNER ONLINE SHOP | EMBROIDERY DESIGN DIGITIZER

Couture Princess Embroidery Designs | Jan 2010 - present

- Establish and manage an online e-commerce shop selling direct download embroidery design files.
- Digitize and create embroidery design files for embroidery machines.
- Creating content and marketing for the e-commerce site.

SALES ASSOCIATE

ELNA Home Products | 2008 - 2009

- Sell and demonstration of sewing machines.
- Introductory training classes on sewing machines.

SALES ASSOCIATE

Starboard Cruise Shops onboard Royal Caribbean Cruise Lines | Fort Lauderdale & Galveston, USA | 2006- 2007

CHARITY SHOP MANAGER

Central & Cecil Housing Trust, London, UK | 2004- 2005

DEPARTMENTAL MANAGER

WOOLWORTHS (PTY) LTD, Pretoria South Africa | 2000- 2003