



# Catharina Van Tonder

## Curriculum Vitae

### CONTACT AND PERSONAL DETAILS

**Tel:** 060 800 9451  
**Email:** Carinavt@outlook.com  
**Date of Birth:** 21 July 1991  
**Marital Status:** In a Relationship  
**Nationality:** South African (Caucasian)  
**Drivers Licence:** Code B  
**Languages:** English & Afrikaans  
(Speak, Read and Write)

### ABOUT ME

I am an energetic and creative individual and have a passion for learning new things. My curious nature drives me to pursue various short courses to enhance my personal growth and general knowledge. Throughout my diverse career, I have developed strong adaptability skills, resourcefulness, and problem-solving abilities.

Regardless of where I find myself in life, my quest for knowledge, personal growth, and my passion for connecting with individuals, especially children, fuels my desire to make a positive impact in their lives. Teaching TEFL brings my core passions and drive together. My dedication to continuous learning is evident in my commitment to self-improvement and professional development. I am eager to leverage my multifaceted background and enthusiasm to create dynamic and enriching learning experiences for students in the field of TEFL.

### EXPERIENCE

I hold a Bachelor of Commerce in Marketing and Business Management, as well as a TEFL certification and several other qualifications. Despite having a formal professional career, I have consistently worked with children part-time, fascinated by their curious and creative minds. Teaching English Language Learners (ELLs) allows me to combine my passion for people, children, and personal growth while enhancing their educational experiences. Drawing from my diverse work experience across multiple industries, I continually seek opportunities for personal and professional growth, which enhances my ability to develop engaging and authentic lessons. With a robust work ethic, I am enthusiastic about adopting and implementing innovative techniques, including curriculum development and technology integration.

My experiences as a student have given me valuable insights into the deficiencies of traditional tutoring approaches, enabling me to identify and improve upon them. My strengths in communication and collaboration allow me to connect seamlessly with individuals across different age groups and proficiency levels. This enables me to identify their individual learning needs and adapt my teaching methods accordingly.

Skilled in managing project dynamics, I strive to create a positive and inclusive learning atmosphere for students of all backgrounds.

## TEFL TRAINING

### **Level 5 168 Hour TEFL Certificate The TEFL Academy, UK**

The TEFL Academy 8 July 2023

10-Hour Classroom Teaching Practice Course.

### **The TEFL Academy July 2023 – December 2023**

Diploma Level 5 (168 Hours) teaching English in a foreign Language Certificate Number:

D162766

Grade – Pass

- Created lessons for a variety of levels from pre-intermediate to advanced.
- Teaching speaking, listening, reading and writing Material & resource creation, utilising the internet.
- English grammar and how to teach the essential language.
- Needs analysis and teaching in different situations.
- Classroom management and teaching techniques.



## EDUCATION

### **DEGREE AND DATE EARNED**

- **Damelin 2022**  
Bachelor of Commerce in Marketing and Business Management. Merit Award – SAQA Qualification ID: 58003
- **Leading Edge Business Solutions 2018**  
SQL Database Administration and Fundamentals
- **Damelin 2016**  
Short Program in Business Administration and Management Distinction – Certificate Number: 65073
- **Parys High School 2009**  
National Senior Certificate.  
Subjects: Afrikaans, English, Business Studies, Geography, Life Orientation, Life Science, Mathematics.

## EMPLOYEMENT HISTORY

References can be provided, but employers can be contacted directly.

### **POSITION AND RESPONSIBILITIES**

#### • **CHILDCARER**

**Part-time - October 2021 - Current**

**Michael Dippenaar - 082 372 8291**

Occasionally picking up children from school, transporting them to extracurricular activities, and providing homework assistance. Additionally, caring for and engaging them in activities during school holidays.

#### • **CHILDMINDER**

**Part-time - July 2010 – Current**

**Maria Basson - 082 372 8291**

Providing care and entertainment for children during school holidays and when parents are away or travelling.

#### • **AU-PAIR**

**Full-time - July 2011 – March 2012**

**Santie Mouton - 082 372 8291**

Collecting child from school to extracurricular activities and assisting with homework.

### **OTHER POSITIONS AND RESPONSIBILITIES:**

#### • **Goscon CC**

**Full-Time - January 2012 - July 2015**

Administration clerk and supporting role for the health and safety department.

#### • **Datasense PTY LTD**

**Full-Time - Dec 2018 - October 2021**

Data analyses and reporting services.

This is to certify that

**Catharina Van Tonder**

has achieved the following qualification:

**Qualifi Level 5 Diploma in Teaching English  
as a Foreign Language (TEFL) (The TEFL Academy) (RQF)**

Qualification Number: 603/3835/0

Awarded on: 15 December 2023

Certificate Number: D162766

Guided Learning Hours: 168



**Jason Goodyear**  
Responsible Officer



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## Unit Transcript

Qualifi Level 5 Diploma in Teaching English as a Foreign Language (TEFL)  
(The TEFL Academy) (RQF)

is awarded to:

**Catharina Van Tonder**

on successful completion of the following units:

Unit Number	Unit Title	Credit(s)	Result
M/617/3459	An Introduction to Lesson Planning	3	Passed
H/617/3460	Teaching English Vocabulary	3	Passed
K/617/3461	Teaching Pronunciation	3	Passed
M/617/3462	Understanding English Grammar	5	Passed
T/617/3463	Teaching Receptive Skills: Listening and Reading	5	Passed
A/617/3464	Teaching Productive Skills: Speaking and Writing	4	Passed
F/617/3465	Teaching English Grammar	6	Passed
J/617/3466	History of the English Language and English Language Teaching	3	Passed
L/617/3467	Teaching Materials and Aids and Classroom Management Strategies	3	Passed
R/617/3468	The Effective use of Resources for TEFL	5	Passed

Awarded on: 15-December-2023  
Certificate Number: D162766  
Guided Learning Hours: 168  
Centre Grade: Pass



Qualifi Limited, Synergy House, 7 Acorn Business Park, Commercial Gate,  
Mansfield, Nottinghamshire, NG18 1EX, England  
Tel: +44 (0)115 888 2323 Email: [info@qualifi.net](mailto:info@qualifi.net) Web: [www.qualifi.net](http://www.qualifi.net)

# Congratulations!



## Certificate of Completion

The TEFL Academy is pleased to certify that

**Catharina Van Tonder**

has successfully completed the Classroom  
Teaching Practice Course (TEFL)  
(10 hours) on the

8th July 2023

A handwritten signature in black ink, reading 'Lynne Cristofoli'.

Lynne Cristofoli  
Programme Director



**QUALIFI**

SUCCESS THROUGH LEARNING  
RECOGNISED WORLDWIDE

A handwritten signature in black ink, reading 'Jennifer Hall'.

Jennifer Hall  
Academic Director





live • love • learn • leave a legacy

We certify that

**Catharina Maria Wilhelmina Van Tonder**

9107210010082

having complied with the requirements of the Higher Education Act  
and Council on Higher Education (CHE), was awarded the

*Bachelor of Commerce*

in

**Marketing and Business Management**

Merit Award

SAQA Qualification ID: 58003

at a congregation of the Institution on 08 April 2022.

Academic Manager



Registrar



**LEADING TRAINING**  
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# *Certificate of Attendance*

*This is to certify that*

**Catharina van Tonder**

9107210010082

*Has successfully completed a course in*

**SQL**

*Date of completion*

**2018-07-04**

Verification Code

<https://www.leadingtraining.co.za/verify/pX2fAm>

Lawrence Maoka  
Training Manager

Mark Badham  
Managing Director



LEADING EDGE BUSINESS SOLUTIONS (PTY) LTD

TEL: +27 11 656 4233

<https://www.leadingtraining.co.za>

Email: [training@ledge.co.za](mailto:training@ledge.co.za)

MICT SETA Accreditation: ACC/2014/07/112



# Damelin

*This is to certify that*

**Catharina Van Torder**

910721-0010-082

*has met with the requirements of the*

**DAMELIN**



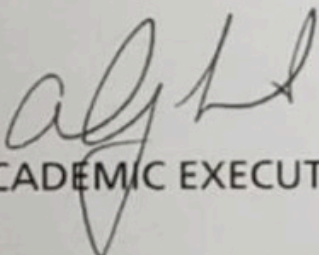
**SHORT PROGRAMME**

**in Business Administration and Management**


*68 Hours  
with Distinction*

*on*

**27 August 2016**



ACADEMIC EXECUTIVE



HEAD OF SCHOOL





REPUBLIC OF SOUTH AFRICA

# National Senior Certificate

Awarded to

**Catharina Maria van Tonder**

Identity number 9107210010082

Subjects	%	Achievement level
Afrikaans Home Language	66	5
English First Additional Language	59	4
Mathematical Literacy	68	5
Life Orientation	69	5
Business Studies	48	3
Geography	47	3
Life Sciences	52	4
*****	***	*

This candidate is awarded the National Senior Certificate and has met the minimum requirements for admission to bachelor's degree, diploma or higher certificate study as gazetted for admission to higher education, subject to the admission requirements of the higher education institution concerned.

With effect from December 2009

This certificate is issued without alteration or erasure of any kind.

**100 7408 1903 T**



  
Chief Executive Officer

**UMALUSI**



Council for Quality Assurance in  
General and Further Education and Training  
South Africa

(See reverse for more information)

THIS CERTIFICATE IS PRINTED ON WATERMARK PAPER - PLEASE HOLD UP TO THE LIGHT TO VERIFY

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