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|  |  | **Anike van der Merwe**  **EXPERIENCED AND DIVERSE  TEACHING PROFESSIONAL** Contact **TEL: +27 71 870 2109**  **ADDRESS: 29A General Street, Utrecht, 2980, South Africa**  **EMAIL: sjavdmerwe@yahoo.com** |

### Profile

I am a resourceful teacher with over 15 years' teaching expertise and mentorship to pupils specialising in Languages and Maths. Skilled at managing cohorts of pupils to ensure the integrity and operational efficiency in the classroom and school, I am a team player with an inquisitive mind, always looking to contribute to a school's knowledge-base and reputation.

My enthusiasm for teaching is showcased in my creativity, reliability, strategic thinking in solving challenges, and outstanding time management skills. I believe trust and respect is key to relationship-building communication with colleagues, pupils, and their parents and look forward to a role in which I hope to inspire and equip young minds with the knowledge and positivity they need in preparation for life's journey.

## **KEY SKILLS**

* Classroom management
* Excellent written and verbal skills
* Teaching Languages and Mathematics
* Friendly and approachable
* Great presentation skills
* Resourcefulness
* Writing reports and proposals
* Willingness to learn

## **TEACHING EXPERIENCE AND DUTIES**

**Utrecht High School**

**Teacher ~ Jan 2011 to current**

* Full-time class teacher and Level Head assisting with pupil coursework assessments and reports.
* The delivery of daily lectures to pupils. Subjects taught - Afrikaans First Language, English Additional Language, Mathematics and Life Skills.
* The design, preparation and development of courses and teaching materials for Grade 1 pupils in the reading, writing and communication skills; understanding core Mathematical concepts and preparing pupils for life in general.
* Effective people management, organisation and planning of sporting events, meetings, choir performances, public speaking, and fundraising efforts.
* Utilising specialist inclusive teaching techniques to maintain outstanding pupil results.
* Delivering rigorous lesson planning with meticulous attention to accuracy and effectiveness.
* Utilising all available technological platforms to boost productivity and efficiency in teaching.
* Leading the Foundation Level Teachers as Level Head during the transformation of the school's expansion.

**Utrecht High School**

**Teacher ~ Jun 2010 to Dec 2010**

* Daily delivery of lectures to Grade 8 to 12 pupils. Subjects taught - Afrikaans Additional Language
  + Received an award of excellence - 100% pass rate for Grade 12 Afrikaans Additional Language pupils in 2010.
* Utilising organisational abilities and effective people management to plan the yearbook and advertisements.

**Newcastle High School**

**Teacher ~ Jan 2010 to May 2010**

* Conducting lectures to Grade 8, 9, 10 and 12 pupils. Subject taught - Afrikaans Additional Language.
* Revising and preparation of assignments to assist with pupil coursework assessments and reports.
* Providing the Subject Head with comprehensive written reports on barriers to learning for continued improvement of Afrikaans Additional Language.
* Utilising expert cooperative learning techniques to maintain excellent pupil results in learning an additional language.
* Supporting the timely delivery of lesson plans and assessment plans, ensuring outstanding quality and standards.
* Liaising with the Learner Support Team to develop and implement effective understanding and support to pupils.

**Newcastle High School**

**Teacher ~ May 2009 to Dec 2009**

* Teaching Mathematics to Grade 8 and 9 pupils.
* Organising and planning of sporting events and RAG Day fundraising projects.
* Conducting thorough additional lessons with meticulous attention to accuracy.
* Utilising SMART Board technology to boost productivity and efficiency in Mathematics.

**Sterkspruit Christian School**

**Teacher ~ Jan 2006 to Apr 2009**

* Undertaking personal growth development projects to actively contribute to the institution's expansion as a Further Education and Training Centre. Subjects ~ English and Afrikaans
* Organising and researching resources for assignments related to the English department involving the creation of educational content, personalised instructions to pupils and supporting the Senior Management Team to achieve a 100 percent Grade 12 pass rate.
* Designing, preparing, and developing courses and teaching materials for pupils to understand and excel in English literature.
* Demonstrating the ability to instruct in a variety of subjects and reach pupils with engaging lesson plans.
* Utilising efficient people management and organisational skills to plan the yearbook, school newspaper and matric farewell.

**ADDITIONAL WORK EXPERIENCE**

**South African National Tutorial Services**

**SANTS Quality Assurer ~ June 2008 to December 2008**

* Visited several locations to determine the proficiency of facilitators.
* Compiled reports to assist SANTS in further improving services to pupils.
* Assisted facilitators in acquiring adequate skills to enhance ECD Practitioners' performance.

**South African National Tutorial Services**

**SANTS Facilitator ~ September 2007 to May 2008**

* Prepared coursework.
* Ensured venue readiness.

**Open Learning Group NWU ~ January 2007 to September 2007**

* Delivered "contact sessions" for all English related Curricula.
* Created assignments, examination preparation and resources.

**EDUCATION**

#### **University of the Free State ~ 2005**

**Post Graduate Certificate in Education (P.G.C.E.)**

Coursework included specialization in Languages and Accounting ~ **\*Graduated with distinction**

#### **University of the Free State ~ 2002 – 2004**

**Baccalaureus Artium (Media Studies)**

Coursework included Languages, Communication, Information Studies, Marketing and Media  
  
**Achievements:**

* Editor of Cultural page in IRAWA – University’s News Paper
* House Committee member, HC Culture – House Soetdoring
* Volunteer, KOVSIE student church deacon and first year orientation camp

**Duineveld High School ~ 2001**

**National Senior Certificate**

Subjects: Afrikaans First Language, English First Language, Business Studies, Economics, Accounting and Maths

**~ \*Graduated with distinction**

**Achievements:**

* Student Council member
* AKTV Public Speaking
* Academic and Leadership Sponsorship