****

**Grant Brennon**

257 Saemaul-ro, Bundang-gu,

Seongnam-si, Gyeonggi-do

463-742, Korea

**Education**

2012-HESS TEFL certification – Taiwan

2003-2005 RAU (now UJ) South Africa

Degree in B.Com Sports Management

2000-2002 RAU

BSc Sports Science 2 years

**Experience**

2014-Current

Native English Speaking Teacher at SNET (Seongnam English Town) – South Korea

* Teach 22 situational classes in a camp format.
* Have experience teaching situational classes to adults.
* Lesson planning and student management of large numbers as well as weekly presentations.

2011 – 2013

Hess International Educational Organization - Taiwan

Native English Speaking Teacher

* Began teaching kindergarten middle class then took over the small class.
* Given the position to head up the kindergarten program at a new branch opening in Taichung.
* Arranged and conducted 2 major kindergarten graduation performances.
* Was selected to teach the English Second Language (**ESL**) program for grade 1.
* Planned and taught ESL science classes every week as part of the ESL program and was selected to conduct many science Open House days for the company on various occasions for prospective students and parents.
* Planned and taught art classes for two separate ESL classes a week.
* In August 2012, was selected as one of three Native speaking teachers to go to Taipei for training to teach at one of the companies major summer camp programs.
* Was nominated as the **Head Native Speaking Teacher** where I was involved in a lot of the planning, management and logistics for the Summer Camp.
* Have taught all of the company curricula available as well as high level English classes and succeeded in lesson planning, class management, results and return rates.

2011 January – 2011 November - South Africa

Contract work- Freelance Logistics manager

2010 June –2011 January

The Event Production Company

Position: Assistant Project Manger

* Was part of a team for various Events for large companies producing year end functions, and major product and image launches.
* Was greatly involved in the logistics side of events, dealing with and coordinating many suppliers and aspects of the operations and gained a lot of experience in many aspects of business operations.
* Sourcing and dealing with suppliers, sustaining relationships.
* Budgets, payment schedules and Pastel Accounting processes.
* Client relations and overall customer delivery service
* Site visits

2008 September - 2010 June

Richards Rentals

Position: General systems and Logistics Manager

Responsibilities included:

* Assisting the day to day running of the fleet as well as 110 drivers.
* Running the VIP Payroll system for the entire company, wage and salary staff, including overtime and all queries.
* Procurement of all company requirements from spare parts to large orders of diesel
* Full company access to all bank accounts to process all monthly and day to day cash payments, as well as the salaries and wage run. The management of the company banking.
* Pastel account data capturing and reconciliations for debtors and creditors.
* Creating and sustaining customer and supplier relationships
* Recruitment

2006-2008

Watch Warehouse

Position: Manager of Watch Warehouse

National stock and logistics manager of Watch Warehouse retail chain.

Responsibilities:

* National: 12 stores
* Stock control and Logistics
* Procurement procedures
* HR, sales and banking
* Stock control (Procurement) and Logistics
* Watch repair/maintenance proficiency

**Proficient in Afrikaans**

**Software proficiency -** MS Windows, MS Excel, MS Word, MS PowerPoint, Pastel Accounting, VIP Payroll training certificate for HR administration.