Leonardus Dirk Olivier

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2011/12/20

**To whom it may concern**

I am pleased to present my resume for consideration as a teacher at your institution. I hold a Bachelor of Science degree in biochemistry and microbiology which I obtained from Rhodes University, South Africa. I have also completed a 120 hour TEFL course from ESL starter.

The TEFL course I enrolled in dealt specifically with the teaching of English to foreign learners. It dealt with the problems such learners might face with the language and ways to deal with these problems. It covered ways to get the most out of learners and gave invaluable insight and guidelines into being the best teacher to your ability. I believe this course has prepared me for the challenges of teaching English in a foreign language and this I look forward to because I don’t see challenges as obstacles but rather as opportunities to reach the desired goal in the classroom.

I am a passionate and open-minded person with a love for children. During holidays I often baby sit family and friends’ children. Children have always felt comfortable around me and I feel comfortable around them. I believe that creating a classroom environment in which there is trust and the learners feel comfortable and at ease is the best foundation for the students to achieve their goals and learn to the best of their abilities.

I know that teaching experience is not a job requirement but I took it upon myself to gain some experience before coming to South Korea. I volunteered at a kindergarten in my hometown and this really helped me to gain invaluable experience in working with learners. Throughout my life I have had a passion for children and they seem to share the same passion for me and this was evident in the time spent at the kindergarten. The passion I had for the learners showed in their work and they were eager and keen to participate in any activity I gave them to do. Being passionate is vital in the classroom and I know that I have the passion and skills necessary to be a very successful teacher.

I am a very adaptable person and will grant any task given to me the highest level of dedication. I’m excited at the prospect of working at your school and I know that if you decide to grant me the opportunity I will contribute to the best of my abilities. I am currently in South Korea and available for a personal interview at any date suitable to you if u deem it necessary. Thank you for your time and patience to consider my application.

Yours Sincerely,

Leonardus Dirk Olivier

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**EMAIL: ldodirk@gmail.com**

LANGUAGES: ENGLISH & AFRIKAANS NATIONALITY: SOUTH AFRICAN

DATE OF BIRTH: 04/12/86 FULL CLEAN DRIVERS LICENCE

MARITAL STATUS: SINGLE ID: 8612045118084

EDUCATION AND QUALIFICATION

**2011 ESL Starter**

**TEFL course obtained**

1. *120 hours*

**2005 - 2007** **Rhodes University, Grahamstown, Eastern Cape**

**Bachelor of Science obtained**

1. *Majored in Biochemistry and Microbiology*

**2000-2004 Graeme College High School, Grahamstown, Eastern Cape**

**Matric certificate obtained**

1. *Passed with Merit*
2. *Subjects: English first language, Afrikaans second language, Science (HG), Math (HG), Biology (HG), Geography (HG)*

WORK EXPERIENCE

**2011 PJ Olivier Kindergarten, Grahamstown, Eastern Cape\***

**Position: Assistant Teacher**

* Observed and taught learners in the skills of reading, writing, counting
* Prepared the learners for their end of year play

**2008-2011 Farm Manager and Owner**

1. *My main responsibility in this role was to ensure the smooth daily running of three farms, supervising up to 5 staff*
2. *Distribution of beef and mutton to various national abattoirs*

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RELEVANT SKILLS

Computer literacy

|  |  |
| --- | --- |
| Microsoft Word Processor | Microsoft Excel |
| Microsoft Power Point | Adobe Reader |

INTERESTS & ACTIVITIES

Apart from wanting to become a foreign English teacher, I also want to travel the world and experience different cultures and meet new people. I have always been part of a team be it at work or on the sports field and often had to take up the leadership position when required of me or any role needed of me. Hiking and mountain climbing are two activities I thoroughly enjoy and I even took part in a national eco-challenge. I have a passion for animals and especially wildlife.

REFERENCES

\***Reference letters available on request**

**Available for personal interview in Seoul, South Korea**

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