

PERSONAL INFORMATION

Danelle du Plessis



POSITION APPLIED FOR

ESL TEACHER

WORK EXPERIENCE

2015

2013 -

Instructor

Australian Centre for Education and Training , University of Technology Syney(IDP Education International, NEAS International) 26 Bich Cau, Dong-da, Hanoi 8000, Vietnam

- Successfully taught adult courses in intense 5 week programmes geared towards English testing.
- Mentored and assisted new instructors with regards to course materials, company policy and teaching methods.
- Participated in observations for new instructors.
- Consistently excellent feedback and rapport.

2011- 2013

Instructor

Gangwon International Language Institute. 123-19 Gapyeong-ri, Sonyang-myeon, Yagyang-gun, Gangwondo, Republic of Korea, 215-821

- Designed and taught skills based classes to a range of adults and teens covering the four language skills.
- Developed curriculum for 6-month government training program for adults and short intensive programs for children.
- Wrote instructional publications.
- Gave a presentation to three hundred provincial education employees on co-teaching methodologies at EPIK conference.
- Consistently excellent feedback.

2010

Instructor

Seoul Metropolitan Office of Education. Seoul Gangil Elementary School, Hail-dong, Gangdong-gu, Seoul, Republic of Korea.

- Taught English proficiency skills to elementary students.
- Created course content with local co-teachers for the Office of Education.
- Created additional materials including media and other authentic materials.
- Was selected to take part in the district summer program on recommendation of co-workers.

EDUCATION AND TRAINING

- 2015-2016 **Master of Arts: English Media and Culture Studies** Cum Laude
- Leiden University, the Netherlands
- Continued research in media and English
 - Taught university level media classes in English in Nigeria at the University of Ibadan
 - Completed and submitted a 60 000 word thesis awarded cum laude
- 2013-2014 **Bachelor of Arts Honours: English Studies** Second Class
Division 1
- University of South Africa, Western Cape, South Africa
- The English Heritage, Africa: Texts and Territories (with honours), Popular Culture and the Practices of Reception, Intersections: Race, Class and Gender, Research Paper (with honours).
 - Studied methodology interpretation and analytical practice from topics inclusive of the Humanities and Social Sciences.
 - Conducted independent research for a final dissertation on Female Identity Formation in selective African Literature.
- 2009 **Teaching English as a Foreign Language (TEFL) Certificate.** B
- The International English School, 13 Twin Oaks Centre, Main Road, Somerset West, South Africa
- Teaching Skills, Lesson Preparation, Critical Awareness, Personality and Rapport.
 - Theory and practice-based courses in the presentation of learning materials.
 - Underwent bi-weekly observations from peers and lecturers.
 - Taught volunteer classes to immigrants from African nations to South Africa.
- 2007-2009 **Bachelor of Arts: Languages and Cultures** Second Class
Division 1
- University of Stellenbosch, Western Cape, South Africa
- English Studies (with honours), General Linguistics (with honours), Afrikaans and Dutch, Theatre Studies, French, Information Skills.
- 2002-2006 **Senior Certificate** Passed
with Distinction
- Durbanville High School, Western Cape, South Africa
- Afrikaans First Language (with distinction), English First Language, Biology, Speech and Drama, Mathematics, Computer Studies.
 - ATKV Language Debate team 2006
 - ATKV Afrikaans Language Olympiad 2006

PERSONAL SKILLS

- Mother tongue(s)** English fluent
- Communication skills**
- good communication skills gained through my experience as a teaching mentor to co-workers.
 - excellent intercultural skills from working and living in foreign countries in Asia

- excellent contact skills obtained as working as an English instructor for adults and children.

Other skills

- Excellent organizational skills from my experience in setting up teaching schedules and responsibilities
- Fair knowledge of clothing design from the textile and tailoring industry in Vietnam.
- Organize monthly Vietnamese student outings as part of cultural exchange in Hanoi
- Good motorbike driving skills from multiple organized countryside trips

ADDITIONAL INFORMATION

**Publications
Conferences**

- Curriculum development for Gangwon International Language Institute.
- Gave a presentation on co-teaching methodologies to three hundred participants at EPIK conference in 2012.

Honours and awards

- Golden Key International Honour Society Membership awarded as recognition of accomplishment – Academic excellence within top 15% of Stellenbosch University.

APPENDICES

Appendix A

Professional reference Gangwon International Language Institute

Appendix B

Professional reference Australian Centre for Education and Training

Hà Nội: Tầng 1, Tòa nhà Ocean Park
1 Đào Duy Anh, Đống Đa (04) 3976 6268
26 Bích Cau, Đống Đa - (04) 3732 6903

TP. HCM: 226 Lê Văn Sỹ, Quận Tân Bình - (08) 3991 2999
107 và 109 Sáu, Quận 3 - (08) 3932 6202
53 Ngô Thời Nhiệm, Quận 3 - (08) 3923 0102



February 5, 2015

To Whom It May Concern:

I am writing this letter to recommend Danelle du Plessis to your program. In my position as Academic Coordinator at the Australian Centre for Education & Training (ACET) Vietnam, where Danelle has worked as an instructor of English for the past one and half years, I have had the opportunity to work closely with her.

Throughout this time she has proven to be both a dedicated teacher and a conscientious employee. Danelle's attitude and work ethic have made her not only a noteworthy instructor but a role model and trusted mentor for many of our teachers. I regularly receive positive feedback from her colleagues about how much her support and guidance has meant to their own success in the classroom. In addition, Danelle takes on extra duties such as teaching at clubs and substituting on short notice when needed.

Moreover, she exhibits a high degree of professionalism in the workplace. Danelle has proven amenable and responsive to changes in procedures. She consistently attends meetings and workshops and offers suggestions for improvements to the working environment in a positive manner.

Based on her performance, I have no hesitations in recommending Danelle for your program of study. Please do not hesitate to contact me if you have any further questions.

Sincerely,

Louis A. Seward
Academic Coordinator
Australian Centre for Education & Training (ACET)
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alex-seward@acet.edu.vn



UTS:INSEARCH

