

# Dirk Coetzee



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## Teacher / Administrator

I am offering more than 40 years of teaching experience, locally and internationally, including 4 years in school administration. I also have vast experience in examination, photography, publication, writing worksheets, manuals and doing web design.

### CAREER HISTORY

**EDUCATOR**, Laerskool Klipdrif Primary, April 2013 – December 2022

Managing and coordinating the following key areas:

- Grade 4, 6 and 7 English Home Language and Grade 6 Social Science
- HoD 2015 – 2016
- Athletics administration and shot put coaching pre-2020

#### **Achievements**

- Unparalleled learner and staff support
- Initiated WhatsApp teaching and support since 2020
- E-learning in own teaching

Reason for leaving: Retired

**EDUCATOR**, International School of ChouEIFat Umm Al Quwain, UAE, August 2004 – June 2012

Managing and coordinating the following key areas:

- Grade 2 – 5 English Home Language, Mathematics, Social Science and Natural Science
- Designated photographer 2004 - 2012

#### **Achievements**

- Overcame many obstacles in a very challenging classroom environment
- Offered repeated contracts for 10 years
- Applauded by administration for essay marking techniques
- On the job training for newcomer staff

Reason for leaving: Turned 60, maximum age according to immigration rules.

**ADMINISTRATION**, ISC Abu Dhabi March – June 2003 and Sharjah July 2003 – June 2004

Managing and coordinating the following key areas:

- Student Life Coordinator across all grades in the school
- Regular meetings with Student Life management, staff and regional director.

#### **Achievements**

- Yearbook publication under pressure
- Designated photographer covering all events

Reason for leaving: New contract and transfer to Umm Al Quwain

**EDUCATOR**, Laerskool Valhalla, Pretoria, January 1997 – February 2003

Reason for leaving: Contract with Sabis private school company in the United Arab Emirates

**PASSIONATE**

**RESOURCEFUL**

**RESILIENT**

**EDUCATOR**, Hoërskool Wonderboom, May - December 1996

Reason for leaving: Relief post only

**EDUCATOR AND PRINCIPAL**, Laerskool Vanwykskraal, July 1987 – December 1990

Reason for leaving: Full-time Theology studies

**EDUCATOR**, Laerskool Valhalla, July 1983 – June 1987

Reason for leaving: Promotion: Appointment as principal at Vanwykskraal

**EDUCATOR**, Laerskool Birchleigh, January 1976 – June 1983

Reason for leaving: Promotion: Appointment as HoD at Laerskool Valhalla

## **EDUCATION**

- **Baccalaureus Divinitatis**, Theology and Classic languages, University of Pretoria, 1995
- **BA**, Afrikaans-Nederlands and psychology, 1982, University of Pretoria
- **Transvaal Higher Education Diploma**, Goudstad Onderwyskollege, 1975
- **Secondary Schooling** (grade 12) Kempton Park Hoërskool, 1970

## **COMPUTER LITERACY**

- Ms Word, Excel and PowerPoint (mod - adv), Clipchamp Video editing (adv), Ms Designer (moderate)
- Adobe: Photoshop (moderate), Lightroom (advanced), Express (moderate)
- Web design: WordPress (moderate) (3 websites)
- YouTube: Publication on 2 sites (moderate)

## **PERSONAL DETAILS**

- **Languages** English, Afrikaans
- **Availability** Immediately
- **Gender** Male
- **Marital status** married
- **Health** excellent
- **Driver's license** EC
- **Criminal record** None
- **Residential address** Moreleta Park
- **Alternative number** 072 080 1919 (spouse)

## **REFERENCES**

- Mrs. Rynette Vosges Former Financial Officer 084 504 3468
- Mr. LLC Seloko Reference letter available at an interview

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**RESOURCEFUL**

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