Curriculum Vitae

Christopher R. de Koker

**PERSONAL BIOGRAPHY**

Surname : de Koker

First Names : Christopher Ryan

Date of Birth : 11 June 1990

Passport : M00205365

ID: : 900611 524 5084

Home Address : 3 St. Michaels Manor, Uvongo, KZN, South Africa, 4270.

Postal Address : 3 St. Michaels Manor, Uvongo, KZN, South Africa, 4270.

Cell Number : (076) 804 6089

Email Address : [christopherdekoker@gmail.com](mailto:christopherdekoker@gmail.com)

Nationality : South African

Race : White

Gender : Male

Age : 32

Marital Status : Single

Home Language : English

License Type : Driver’s License (Code 8)

Skippers License (Sea)

Criminal Offences : None

Hobbies : Rock climbing, Jogging, Swimming, Music.

Programming languages: : JavaScript, CSS & HTML (basic), TypeScript (Basic)

**PERSONAL TRAITS**

I’m an out-going, sociable person which builds a good rapport with people quickly. Follows instructions, pays attention to detail, able to work under stressful conditions. I have intermediate computer skills; I am disciplined with good time management, leadership and communication skills, capable of working independently or with minimal supervision, as well as within a team environment. I’m able to take initiative and think proactively.

**QUALIFICATIONS**

**A: HONOURS DEGREE (BPSH)**

Name of Institution : University of Kwa-Zulu Natal (Howard College)

Duration of Study : 1 year (2012)

Course : **Bachelor of Social Sciences** **Honours** (BPSH)

Majors : General Psychology

First Semester : Neuropsychology

: Psychological Assessment

: Literature Review with Research Proposal

Second Semester : Research Fundamentals

: Counselling and therapeutics

: HIV/AIDS and Service Learning

: Psychopathology

**B: C ERTIFIED JAVASCRIPT COURSE**

Name of Institution : Udemy Online Course

Course : The Complete JavaScript Course 2022: From Zero to Expert!

(69 hours theory and practical application) (2022)

**C: TEFL Training**

Name of Institution : The Knowledge Workshop

Course : TELF certificate for completing 120 hours

(70 hours theory and 50 hours + practical) (2013)

**D: BACHELOR DEGREE**

Name of Institution : University of Kwa-Zulu Natal (Howard College)

Duration of Study : 3rd year (2009- 2011)

Course : **Bachelor of Social Sciences** (BSSPSY)

Majors : General Psychology

Industrial Psychology

1st Year Subjects : Introduction to Law

: Introduction to Sociology

: Introduction to Psychology A

: Introduction to Psychology B

: Fundamental Criminology A

: Fundamental Criminology B

: Ethics 1: Life, Sexuality and Death

2nd Year Subjects : Internet Expertise

: Basic IsiZulu Language Studies A

: Introduction to Research

: Developmental Psychology

: Organisational Theory

: Organizational Behaviour

: Work and Careers

: Health Psychology

: Neuropsychology & Cognition

: Psychology at work

: Psychology & Society: Understanding Violence

: Classical Civilization

3rd Year Subjects : Organizational Development

: Labour Relations: Context, Law and Practice

: Psychopathology

: Counselling and Psychotherapy

: Learning for the Workplace

: Work: Health and Ergonomics

: Community Psychology

: Measurement, Experiment & Observation

Achievements:

* Achievement of Merit for ***Introduction to Psychology***
* Invited and Accepted into the Golden Key International Honours Society

**E: NATIONAL SENIOR CERTIFICATE**

Last School Attended : Port Shepstone High School (2008)

Highest Grade Passed : Grade 12 National Seniors Certificate

Subjects : Mathematics

: English Home Language

: Afrikaans 1st Additional Language

: Travel & Tourism

: Accounting

: Business Economics

: Life Orientation

Achievements

* Certificate of Achievement for Life Orientation (2008)

**E: ADDITIONAL CERTIFICATE/LICENSES**

* Certificate of Merit for Introduction to Flying Course (2007).
* Skippers License, Category (C) Vessel (2010).
* Cambridge English TKT: Young Learners Certificate

**WORK EXPERIENCE**

**1. Name of Institute : BLUE ELEVATOR Training Provider**

Duration : 2019 –2021 (1.5 years)

Position : Proposal Facilitator & Assistant Manager

Experience

- Assisted with SETA written proposal applications;

- Assuring the courses offered are SETA approved, and within the scope of the guidelines provided to ensure quality training is provided.

- Helped ensure proposals are compliant and meet BEE requirements where necessary.

- Assisted collaboration with other Education and Training institutes.

- Coordinate pricing and competitive cost proposal development.

- Prepare status reports and briefings for higher level management.

**2. Name of Institute : American Eagle Institute (Nanjing + Chengdu, China)**

Duration : 24th July 2015 –2018 (3 years)

Position : Foreign English Teacher

Experience

- Teaching English as a foreign language to Chinese students and adults;

- Develop lesson plans and use suitable supplementary materials;

- Attend and participate in workshops in teacher development;

- Administer, correct and record the results of progress reports, tests and assessments for

students.

- Carry out teaching related responsibilities including, but not limited to, cataloguing

supplementary materials, giving workshops and presentations.

**3.** **Name of Institution : Beach View BnB & K.D.T.**

Duration : 2014 (December) – 2015 (June)

Position : Assistant Manager

Experience

- Host and receive customers, leading them to their rooms as well as showing them the facilities available.

- Assisted with administrative and filing duties,

- Money handling and stock taking duties.

- Preparing and serving breakfast daily.

- Managing the working staff’s workload, schedules, and supervising the cleaning staff,

- Taking calls and reservations; Responding to quotes and inquiries send via email.

**4.** **Name of Institution : EF Education First (Baotou, Inner Mongolia, China)**

Duration : 2013 (October) – 2014 (June)

Position : Foreign English Teacher

Experience

- Teaching English as a foreign language to Chinese students and adults;

- Develop lesson plans and use suitable supplementary materials;

- Attend and participate in workshops in teacher development;

- Administer, correct and record the results of progress reports, tests and assessments for

students.

- Carry out teaching related responsibilities including, but not limited to, cataloguing

supplementary materials, giving workshops and presentations.

**4.** **Name of Institution : Open Air School, Glenwood, Durban.**

Duration : 2011 - 2012 (12 months, Part time)

Position : Volunteer Teaching Assistant

Experience

* Volunteered assistance to the school for mentally and physically handicapped children. (Aged 5-14 years).
* Mentored struggling handicapped students on a one-to-one basis with Mathematics and English.
* Computer Class Training to physically handicapped children.
* Assisted and Coached Boy’s wheelchair basketball training.

**REFERENCES**

1. Vaatjie van der Watt

Blue Elevator

(082) 041 2841

v@blueelevator.co.za

2. Wayne Clough (Most recent)

American Eagle Manager (Chengdu, China)

(+86) 13646653101

wayneclough@teachers.org

3. Claude Pillai

Open Air School (HoD foundation Phase, Glenwood) - Volunteer

(+27) 79 5844 810

Thank you,

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Christopher R. de Koker Date