

Jacoline Jacobs



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Education

Grens High School

National Senior Certificate

(2012)

University of South Africa

Bachelors of Arts in Psychology & Linguistics

(2021-2023)

University of South Africa

Bachelor of Arts Honours in Linguistics

(2024 - 2025)

Currently studying part time

Certificates

Train 2 Teach

TESOL/TEFL Practical Course

Certificate number: J0083

Interaction Design Foundation

Courses completed in UX design and User Research
(See LinkedIn or contact me for more information)

Languages

Afrikaans - Home Language

English - Advanced

Mandarin - Basic

About me

I consider myself to be a reliable, meticulous worker. I take immense pride in my work and face all my given tasks with a positive attitude and determination to succeed. I regard myself as a fast learner and handle all my responsibilities with great care and diligence. I am always willing to go the extra mile.

Experience

Online English tutor

AmazingTalker

(2021 - present)

Learning plans • Evaluating students •
Teaching students from 3 to adult • 1500+
classes completed • 100% satisfaction rate

English Tutor

The TEFL Academy (Hangzhou, China)

(2017 - 2019)

• Lesson plans • Demos • 24 classes per week
• School activities

Internal Sales Representative

Hytec Engineering (South-Africa)

(2016)

Buying • Purchase orders • GRN's • Customer
service • Stock control • General office
administration • Petty cash

Data clerk

Coastal Tool Hire Kuruman (South-Africa)

(2013)

• Petty cash • Filing • Purchase orders • GRN's •
Posting payments • Debtors journals • Vendor
applications • Banking