



BEATRICE VISSER

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CONTACT

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Portfolio:
<https://www.clippings.me/thebumblebea>

PERSONAL INFORMATION

Date of Birth	:	16 February 1997
Marital Status	:	Single
Sex	:	Female
Race	:	Coloured
Nationality	:	South African Citizen
Health	:	Excellent
Language	:	English and Afrikaans
Criminal Record	:	None
Dependants	:	None
Driver's license	:	Yes – Code B
Own vehicle	:	Yes
Passport	:	Yes
Willing to relocate	:	yes

PROFILE

I am a graduate of the University of the Western Cape. I completed my degree in 2019. I have a BA degree in English and Political Studies. I have four years of work experience in social media management, content writing, copywriting, email campaigns, link-building articles, research, editing, and implementation of new conversion optimization tactics.

WORK EXPERIENCE

Printed Memories

Position held:	Content writer
Duration:	November 2022 – Currently
Contact information:	+27 72 237 4301

Digi Outsource

Position held: Gambling consultant
(contract)
Duration: April 2022 – October 2022
Contact information: +27 21 528 9300

Leads Capital Group

Position held: Content writer
Duration: October 2021 – March 2022
Contact information: +27 82 676 2723

Oxford University Press

Position held: Freelance translator/editor
Duration: April 2021 - February 2022
Contact information: +27 21 596 2485

EDUCATION

TERTIARY

- **University of the Western Cape**
2016 - 2019

Bachelor of Arts Degree in:

English (Major) - 2019

Modernist Literature
Contemporary Literature
*Introduction to film and media studies (Elective)
*Theatre Topics (Elective)

Political Studies (Major) - 2019

African in International Perspective
Research Methodology

Electives:

*Classical culture - 2016 - 2017
*Language and communication (Linguistics) 2016 - 2018
*French – 2018

- **TEFL Professional Development Institute**
2020

TEFL certificate 120 hours completed

SECONDARY

Swartland High School (2011 – 2015)

Highest grade passed: Grade 12 (Matric) 2015

Subjects

Tourism
Computer Applications Technology
History
Mathematical Literacy
Life Orientation
English 1st language
Afrikaans 1st Language

SKILLS

Pro efficient in 2 languages: Afrikaans and English
Currently learning: Spanish – entry level

I write, edit and maintain my blog.
2016 – currently

<https://wordpress.com/view/bumblebeaweb.wordpress.com>

PERSONAL ATTRIBUTES

- Hard working
- Dedicated
- Ability to read a room
- People person
- Good customer service
- Telephone etiquette
- Friendly
- Ethical
- Responsible
- Fast learner
- Creative
- Trustworthy

COMPUTER LITERACY

- MS Word
- MS Excel
- MS Outlook
- MS PowerPoint
- WordPress
- Social Media
- Internet
- Web design (entry-level)

I, Beatrice Simone Visser, hereby declare that all the above-mentioned information is true and just.