



# ELMILDA KRIEL

Early Childhood Educator



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Bela-Bela, 0480, South Africa

## PERSONAL INFO

Elmilda  
Kriel  
Mrs  
930702 0033 080  
30 Years  
Married

## LANGUAGE

100%

**English**

100%

**Afrikaans**

## SKILLS AND EXPERTISE

Strong Communication and  
Administrative Skills  
Hardworking  
Team Player / Leader  
Problem solver  
Honest  
People management  
Critical Thinker  
Reliable  
Goal Setting  
Collaboration  
Decision making  
Delegated  
Motivated  
Computer Literate  
Committed  
Organized  
Flexible  
Management Skills

## PERSONAL PROFILE

I am a dedicated worker who has a deep passion for education, particularly in the field of Early Childhood Development as well as marketing, which go together. I possess exceptional leadership abilities and derive great satisfaction from working with people. I am reliable and self-assured, constantly striving for success and honing my problem-solving skills. Continuously expanding my expertise in these fields is of utmost importance to me.

As a resilient individual, I possess a gentle demeanor that resonates with young ones. My remarkable self-control and well-structured abilities enable me to inspire and nurture young minds, empowering them to become the finest versions of themselves.

I'm a 30-year-old individual who is happily married and blessed with three adorable children who are all under the age of five. I'm maintaining a healthy lifestyle, and I'm accustomed to putting in hard work. Being well-mannered and having a positive outlook on life are qualities that define me. With over 5 years of experience in the educational industry, I have honed my skills and knowledge. After graduating from high school, I pursued a Bachelor's Degree in Early Childhood Development, which has been instrumental in shaping my career.

I retain remarkable marketing and computer skills that are sure to make a significant impact in any business environment.

## ACADEMIC BACKGROUND

### TERTIARY QUALIFICATIONS

- 2013 -2016  
**Bachelor Degree - Early Childhood Development**  
University of Pretoria

### ADDITIONAL TRAINING

Microsoft Courses  
Remedial and Learning Support Course  
Teaching Methods

### SECONDARY EDUCATION

- 2012  
**National Senior Certificate Grade 12**  
Hightschool Warmbad



## COMPUTER LITERATE

**Computer Aided Courses completed by a training center and trained in the use of the following multipurpose computer programs:**

Microsoft Word-  
Microsoft PowerPoint -  
Microsoft Access -  
Microsoft Excel -  
Microsoft Publisher-

### **Self Taught Programs**

CoralDraw -  
Photoshop -  
Lightroom -



## PROFESSIONAL EXPERIENCE

2021 - 2023

### **TROUPANT WEDDING VENUE / MLK EVENTS**

Wedding Venue and events Owner, Co-Ordinator and Marketing manager

Ever since my first child was born in 2019, I made a deliberate choice to prioritize my children and provide them with the best possible support. Leveraging my background in education, I laid a solid foundation for their growth and development. In 2020, my second child entered the world, followed by the arrival of my youngest in 2022. Embracing my role as a positive, energetic, and busy mother, who cannot sit still. I leaped and started my own business.

This not only kept me engaged but also allowed me to continue offering unwavering support to my beloved children. Setting off on this new journey, I established an exceptional wedding venue. This extraordinary space features a captivating rock-art Chapel, adorned with a charming thatched structure that offers a breathtaking view of wildlife and the enchanting surrounding bushveld. Serving as a retreat where guests can revel in the joy of dancing, dining, and socializing, our wedding reception venue plays a crucial role in creating unforgettable memories on the special day. Furthermore, we provide a wide range of options for selecting the perfect reception venue.

Additionally, we have expanded our expertise to include hosting, managing, and operating large-scale festivals with an astounding attendance of over 20,000 guests, such as the KYKNet Buite Expo, Campfire Festival and Die Kraal Makiti, held at the same magnificent Game Lodge in Bela-Bela.

Having the opportunity to work in both the wedding venue and events industry, I consider myself fortunate to strike a balance between my role as a mother and indulging in my passion for designing marketing materials using my computer skills. A designer holds a crucial position within a creative organization. By utilizing various elements such as typography, illustration, photography, and layouts, a designer consistently demonstrates an exceptionally imaginative mindset capable of assimilating visual trends and implementing them in innovative and captivating ways. Consequently, without the guidance of a teacher, I would not possess the ability to maintain such a high level of organization, proactivity, effective management, and problem-solving skills.



## PROFESSIONAL EXPERIENCE

2018 - 2020

### **PRIMARY SCHOOL VRYHEIDSMONUMENT**

GRADE 2 AND 3 TEACHER

The role of a Foundation Phase teacher is crucial, as it involves shaping the educational journey of young learners. This job required a deep understanding of the curriculum and a passion for teaching. As a Foundation Phase teacher, the primary responsibility is to create a positive and engaging learning environment for your students.

I was responsible for planning and delivering lessons that aligned with the curriculum guidelines set by the education authorities. These lessons were tailored to meet the diverse needs of the students, taking into account their learning styles and abilities.

In addition to teaching core subjects such as Language, Mathematics, and Science, I was also responsible for fostering the development of important life skills, such as critical thinking, problem-solving, and effective communication. It is essential to create a supportive and inclusive classroom environment that encourages active participation and collaboration among students.

Assessing and evaluating student progress is another crucial aspect as a teacher, I designed and administered assessments, provided constructive feedback, and tracked the academic growth of each student. Regular communication with parents or guardians is also important to keep them informed about their child's progress and address any concerns that may arise.

Furthermore, as a teacher, I maintained a safe and orderly classroom environment. I also included managing student behavior, resolving conflicts, and promoting positive discipline strategies. Building strong relationships with students, parents, and colleagues is essential for creating a supportive and cohesive school community.

To excel in my role as a foundation phase Teacher I have excellent communication and interpersonal skills. Patience, adaptability, and creativity are also important qualities for effectively engaging young learners. Continuous professional development is encouraged to stay updated with the latest teaching methodologies and educational trends.

As a Foundation Phase teacher, I wholeheartedly dedicate myself to education and have a genuine passion for nurturing young minds. This profession is incredibly fulfilling as it plays a pivotal role in shaping the future of our society. Furthermore, I enthusiastically participate in extracurricular activities, assuming the role of a coach for Hockey, Athletics, and Netball.





## PROFESSIONAL EXPERIENCE

JANUARY 2017 - DECEMBER 2017

### **EDENICA PRIVATE SCHOOL**

Grade 2

As a grade 2 teacher at a private school, I had the privilege of having more interaction with the children due to smaller class sizes. Additionally, I held the position of head of department at this school, overseeing grades 1-3 and managing various aspects of education, including curriculum, topics, and more.

Being a department head is a crucial leadership role within an organization, with responsibilities encompassing the overall direction and operations of a specific department. They play a vital role in setting goals, objectives, and strategies for the department, as well as ensuring its smooth and efficient functioning. Here are some key responsibilities of a department head:

1. **Budget management:** The department head is accountable for effectively managing the department's budget, and ensuring optimal allocation of financial resources. They also develop and implement financial plans and strategies.
2. **Resource management:** The department head is responsible for efficiently managing the department's human, financial, and technical resources, ensuring their effective utilization.
3. **Policy and procedure development:** The department head plays a crucial role in developing and implementing policies and procedures that align with the department's goals and objectives.
4. **External relations:** The department head is responsible for establishing and maintaining relationships with external stakeholders, such as customers, suppliers, and partners. They also represent the department in meetings and negotiations with external organizations.
5. **Quality assurance:** The department head ensures that the department's activities and products adhere to organizational standards and regulations, maintaining quality assurance.
6. **Risk management:** The department head identifies, assesses, and manages risks associated with the department's activities, ensuring proactive risk management.
7. **Innovation and improvement:** The department head promotes and implements innovation and continuous improvement within the department, fostering a culture of growth and development.
8. **Communication and coordination:** The department head is responsible for effective communication and coordination within the department, ensuring seamless collaboration among team members.

These responsibilities highlight the multifaceted role of a department head in driving the success and growth of their department.



## PROFESSIONAL EXPERIENCE

JANUARY 2013 - DECEMBER 2015

### **EDUCELLENCE**

Aftercare teacher Grades 1 - 7  
(Throughout my Degree Studies)

As an educator for grades 1-7, I have experience working in a school that caters to students with special needs. In this unique environment, it is crucial to provide each learner with the extra individual attention they require. Additionally, I conducted supplementary classes to assist students with their written assignments and improve their pronunciation skills.

### **LEARNING SUPPORT: (Remediation)**

Alongside my study journey, I had the opportunity to collaborate with students facing academic challenges, It was my duty to pinpoint the underlying reasons behind their learning difficulties and develop successful approaches to boost their academic achievements. I offered supplementary assistance to those grappling with learning challenges, aiding them with assignments, homework, and supplementary activities to enrich their educational journey and earn extra income.

I provided additional lessons for students in different grades. For Grade 3, I offered classes in Afrikaans Home Language and English First Additional Language as well as Grade 2, the subjects covered were Mathematics, English Home-, and First Additional Language and Afrikaans.

2016

### **PRIMARY SCHOOL GARSFONTEIN / TYGERPOORT PRIMARY**

(Throughout my Degree Studies Final year)

Practical teaching at the University of Pretoria during my 4th year required me to engage in hands-on experience at Tygerpoort -, as well as Garsfontein Primary. Specifically, I was assigned to the Grade 2 group where I had the opportunity to present lessons and provide support to the learners in their educational journey. Additionally, I actively participated in extracurricular activities, including coaching the Mini Hockey. It was a fulfilling experience that allowed me to contribute to the holistic development of the students.

2016

### **PRIMARY SCHOOL BIRCHLEIGH**

Grade 3

During my fourth year at the University of Pretoria, I had the opportunity to engage in practical teaching at Birchleigh Primary School. My responsibilities included offering lessons and conducting classes for the students. Additionally, I had the privilege of coaching and refereeing athletics for the foundation phase.



## PROFESSIONAL EXPERIENCE

JANUARY 2014

### **PRIMARY SCHOOL ANTON VAN WOUW**

*(Throughout my Degree Studies- 2nd year)*

Practical teaching for the University of Pretoria:

During my studies, I had the opportunity to undertake practical education at Anton van Wouw's Pre-Primary school. It was an enriching experience where I not only assisted students with various activities but also had the chance to observe their progress.

AUGUST 2014

### **TRIPPE TRAPPE TRONE PRE-PRIMARY**

*(Throughout my Degree Studies- 2nd year)*

Lending a helping hand:

Assisted at school by providing brief lessons, observing, and offering support in the classrooms.



### **REFERENCES:**

VRYHEIDSMONUMENT PRIMARY: A.DE PAVIA 076 426 5343	PRIMARY SCHOOL GRASFONTEIN M. BOTHA 072 231 6178
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EDUEXCELLENCE: DEDRÉ STEENEKAMP 072 225 8246	BIRCHLEIGH PRIMARY C. MOSTERT 083 294 7878
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UNIVERSITY VAN PRETORIA: ADMINISTRATION 012 420 4111	EDENICA PRIVATE SCHOOL MNR. B. FOURIE 071 375 4258
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GARSFONTEIN PRIMARY: A. OLCKERS 074 159 1146	MBIZI GAME LODGE: HERMAN VAN TONDER 082 416 0846
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# University of Pretoria

The Council and Senate hereby declare that  
at a congregation of the University the degree

## Bachelor of Education

in

## Early Childhood Development and Foundation Phase

with all the associated rights and privileges was conferred on

**Elmilda van Tonder**

in terms of the Higher Education Act, 1997 and the  
Statute of the University

On behalf of the Council and Senate

Vice-Chancellor and Principal

Registrar



00045169

