



NOKWANDA PRETTY LAMULA RESUME

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Bedworthpark
Vereeniging
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kwandylamula55@gmail.com

Driving Licence: No
Disability: No

SKILLS AND COMPETENCE

- ❖ Knowledge of health and safety
- ❖ Planning and organizing skills
- ❖ Problem-solving skills
- ❖ Strong customer orientation
- ❖ Good communication skills
- ❖ Computer literacy
- ❖ Numeracy skills
- ❖ Time management
- ❖ Delivering Results
- ❖ Working with people
- ❖ Relating and networking
- ❖ Following instructions and procedures
- ❖ Ability to work in a team
- ❖ Ability to communicate
- ❖ Reliable and punctual with dedicated professionalism to job and duties
- ❖ Able to adapt to changing schedules or routines; excellent time management skills
- ❖ Friendly personality and customers oriented.
- ❖ Planning and organising capabilities.
- ❖ Ability to work under pressure.
- ❖ Strong people management skills.
- ❖ Strong people management skill

RESUME OBJECTIVES

A dynamic and achievement-driven professional seeking an opportunity to work and enhance my skills and expertise in an environment that will encourage me to succeed and do my best while presented a sufficient opportunity for career growth and development.

EXPERIENCE

COMPANY: MAHHUSHE AGRIC HIGH SCHOOL

POSITION: TEACHING PRACTICE

DURATION: APRIL- MAY 2022

AREAS OF RESPONSIBLE:

- **Planning and preparing lessons:** Developing schemes of work, lesson plans, and instructional materials tailored to learning objectives and student needs
- **Delivering instruction:** Teaching lessons, guiding classroom activities, and implementing curriculum standards
- **Managing classroom behavior:** Establishing and enforcing rules, maintaining discipline, and creating a safe, respectful environment
- **Assessing student progress:** Designing, assigning, and grading assessments such as tests, quizzes, essays, and projects; monitoring and documenting academic development
- **Providing individual support:** Delivering personalized instruction, offering extra help, and adapting teaching methods for diverse learning styles
- **Communicating with parents and colleagues:** Leading parent-teacher meetings, reporting student progress, and collaborating with coworkers and supervisors
- **Designing educational materials:** Producing and researching new learning resources, updating coursework to fit curriculum changes and individual needs
- **Creating an inclusive environment:** Respecting students' differences and ensuring all students feel valued and heard
- **Professional growth:** Participating in ongoing training, school events, and educational communities; reflecting on teaching practices for continuous improvement

Reason for leaving: Contract Ended

COMPANY: BOPHELONG SECONDARY SCHOOL

POSITION: TEACHING PRACTICE

DURATION: JULY- AUGUST 2023

AREAS OF RESPONSIBLE:

- **Planning and preparing lessons:** Developing schemes of work, lesson plans, and instructional materials tailored to learning objectives and student needs

COMPUTER APPLICATION TECHNOLOGY SKILLS

- Introduction to Computer
- MS Word
- MS Excel
- MS Power-point
- Internet Research

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- **Managing classroom behavior:** Establishing and enforcing rules, maintaining discipline, and creating a safe, respectful environment
- **Assessing student progress:** Designing, assigning, and grading assessments such as tests, quizzes, essays, and projects; monitoring and documenting academic development
- **Providing individual support:** Delivering personalized instruction, offering extra help, and adapting teaching methods for diverse learning styles
- **Communicating with parents and colleagues:** Leading parent-teacher meetings, reporting student progress, and collaborating with coworkers and supervisors
- **Designing educational materials:** Producing and researching new learning resources, updating coursework to fit curriculum changes and individual needs
- **Creating an inclusive environment:** Respecting students' differences and ensuring all students feel valued and heard
- **Professional growth:** Participating in ongoing training, school events, and educational communities; reflecting on teaching practices for continuous improvement

Reason for leaving: Contract Ended

COMPANY: SITINTILE SECONDARY SCHOOL

POSITION: TEACHING PRACTICE

DURATION: JULY-AUGUST 2024

AREAS OF RESPONSIBLE:

- **Planning and preparing lessons:** Developing schemes of work, lesson plans, and instructional materials tailored to learning objectives and student needs
- **Delivering instruction:** Teaching lessons, guiding classroom activities, and implementing curriculum standards
- **Managing classroom behavior:** Establishing and enforcing rules, maintaining discipline, and creating a safe, respectful environment
- **Assessing student progress:** Designing, assigning, and grading assessments such as tests, quizzes, essays, and projects; monitoring and documenting academic development
- **Providing individual support:** Delivering personalized instruction, offering extra help, and adapting teaching methods for diverse learning styles
- **Communicating with parents and colleagues:** Leading parent-teacher meetings, reporting student progress, and collaborating with coworkers and supervisors
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Reason for leaving: Contract Ended

TERTIARY EDUCATION 1

Name of Institution : Northwest University

Course Name : Bachelor of Education in Senior and FET

Qualification : Bachelor's degree

Year Obtained : 2025

TERTIARY EDUCATION 2

Name of Institution : Westcol Tvet college

Course Name : Educare

Qualification : Certificate N6

Year Obtained : 2018

SECONDARY EDUCATION

Name of School: Mahhushe Agricultural High School

Qualification: Grade 12

Year Obtained: 2015

REFERENCES

Contact Person: Ms Manghezi
Company Name: Mahhushe Agric high school
Contact Number: +27 82 711 1456
Position: Mentor Teacher

Contact Person: Ms Malise
Company Name: Bophelong secondary school
Contact Number: +27 82 818 7423
Position: Mentor Teacher

Contact Person: Mr Nkentshane
Company Name: Northwest University
Contact Number: +27 64 142 1510
Position: Lecturer