



FAITH PEARL MAHOLWANA- SEPTEMBER

CONTACT

PORT ELIZABETH,
EASTERN CAPE, 6025

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com

SKILLS

- Verbal crisis prevention intervention
- Academic performance evaluations
- Student engagement
- Citizenship promotion
- Organizational ability
- Reporting
- Multicultural education
- Tutoring experience
- MS Office proficient
- Educational research
- Behavioural disorders knowledge
- Instructional technology
- Project-based learning
- Interactive classroom instruction
- Lesson planning expertise
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- Dedicated educator with experience in achieving tangible results and cross-team collaboration. Proactive and excited to partner with like-minded individuals to achieve goals.
- Adaptable individual with extensive experience providing first-class results.
- Meets job demands and deadlines through diligent work-ethic and dedication to quality.

EXPERIENCE

Principal

Victory Leadership Academy - Port Elizabeth

- 01/2014 - Current
- Manage all teaching staff, timetabling, the delivery of curriculum and assessments to assure academic integrity and regulatory compliance of the programs offered at the school.
 - Responsible for efficient implementation of all academic activities at school level
 - Ensure school is compliant with all accreditation criteria in UMALUSI and FET spaces
 - Liaise with district and provincial offices and maintain academic and institutional compliance
 - Ensure policies and procedures are maintained.
 - Ensure that budgets are maintained.
 - Improved student grades through ongoing motivation and providing constructive feedback.
 - Held revision sessions to help students revise for exams.
 - Adapted teaching methods to meet changing needs of classes and individuals.
 - Managed pupil behaviour through appropriate discipline and positive reinforcement.
 - Contributed to departmental and school-wide meetings.
 - Used safeguarding principles to provide pastoral support and identify students requiring further support.
 - Developed lesson plans following government curriculums and exam syllabi.
 - Evaluated students' progress and possible barriers to learning.
 - Built student confidence through interactive teaching and conducting character-building exercises.
 - Created inclusive and well-rounded lessons, accommodating to all student abilities.
 - Communicated student progress, improvements required and targets to parents.
 - Taught lessons using podcasts, interactive whiteboards and informative videos to accommodate different learning styles.

Content Moderator

EC DEPARTMENT OF EDUCATION - KING WILLIAM'S TOWN

- 01/2005 - 11/2007
- Moderated Afrikaans First Additional Language, 3rd Paper.
 - Moderated learner scripts, examiner's marking, markers' marking.
 - Reported on examinations to the provincial and basic education offices.
 - Attended collaboration meetings with all 9 provinces stakeholders in education to ensure uniform standards.
 - Played an active role in the reviewing of the curriculum from 1996.

PRINCIPAL

STANFORD COMPUTER & BUSINESS COLLEGE - PORT ELIZABETH

- 01/2002 - 07/2007
- Improved organization and instruction by mentoring lecturers into course and year-group leaders.
 - Oversaw college budget, documented changes and tracked expenses.
 - Managed college administration, timetables, registration, and introductions.
 - Verified achievement of educational programme objectives and standards through continual performance monitoring and evaluation.

External Examiner

EC DEPARTMENT OF EDUCATION - KING WILLIAM'S TOWN

- 11/2002 - 11/2004
- Set final Matric examinations in Afrikaans First Additional language for both November and March examinations.
 - Managed the marking of scripts and the entry of marks on mark sheets.
 - Managed irregularities in examinations.
 - Appointed suitable markers.
 - Wrote reports regarding the standard of the exams and areas of improvement.

ESL Tutor (Current)

TEFL

Deputy Head Teacher

**MASIBAMBANE SENIOR SECONDARY SCHOOL - PORT
ELIZABETH**

07/1989 - 12/2001

- Modelled positive social and academic behavior, promoting high expectations for all members of school community.
- Professionally resolved escalated behavioral issues with students and teachers, providing appropriate responses based on actions.
- Evaluated staff performance, verifying adherence to curriculum standards and student progress benchmarks
- Oversaw staff curriculum planning, development and provision, maintaining solid pupil-centered focus.
- Managed overall operation of all school events, day-to-day human resources issues and school premises activities.
- Maintained visible presence during school hours and extracurricular events to support pupils.
- Monitored teaching assistant performance, delegating tasks and monitoring performance to reduce inefficiencies.
- Conducted teacher performance reviews by assessing classroom activities and reviewing grades.
- Coordinated pupil assessments, maintaining compliance with regulatory requirements and recordkeeping.

EDUCATION

2009

**PGDE Educational Administration and Policymaking
University of Cape Town - Cape Town, WC**

- Postgraduate

1991

BEd Education Management

Vista University PE Campus - Port Elizabeth, EC

- Chancellor's Award