CURRICULUM

 VITAE

 OF

 ISABEL COETZER

SURNAME: COETZER

FIRST NAMES: ISABEL JACQUELINE

DATE OF BIRTH: 1994-03-09

ID NUMBER: 9403090079085

POSTAL ADDRESS: 643 KAREL TRICHARDT AVE

MOUNTAINVIEW

PRETORIA

GAUTENG 0083

GENDER: FEMALE

MARITAL STATUS: MARRIED

NATIONALITY: SOUTH AFRICAN

HEALTH: GOOD

HOME LANGUAGE: AFRIKAANS/ ENGLISH

DRIVER’S LICENSE: NONE

CRIMINAL RECORD: NONE

OTHER LANGUAGES: AFRIKAANS— EXELENT

 ENGLISH— EXELENT
 DUTCH— GOOD

 GERMAN— GOOD

EDUCATION AND QAULIFUCATIONS

SECONDARY EDUCATION

LAST SCHOOL ATTENDED: HOERSKOOL GRENSWAG

HIGHEST GRADE PASSED: GRADE 12

SUBJECTS: ENGLISH

 AFRIKAANS

 MATHEMATICS

 TOURISM

 GEOGRAPHY

 HOSPITALETY

LIVE ORIENTATION

EMPLOYMENT HISTORY

NAME OF COMPANY : TRAPPERS WATERFALL

POSITION HELD : SALES

DURATION : 2011

REASON FOR LEAVING : SCHOOL HOLIDAY WORK

NAME OF COMPANY : IN EN UIT DAGSORG

POSITION HELD : TEACHER 3 MONTHS TO

 2 YEARS AND AFTERCARE

 CHILDREN FROM GR R TO GR 7

DURATION : 2013

NAME OF COMPANY : LEARSKOOL DAVID BRINK

POSITION HELD : AFTER SCHOOL TEACHER GR1

 HELP THE CHILDREN TO DO THEIR

 HOMEWORK AND LOOK AFTER THEM

 TILL THEIR PARENTS COME TO FETCH THEM.

DURATION : 2013

NAME OF COMPANY : TUIS NASORG WERK VIR MYSELF

POSITION HELD : AFTER SCHOOL GR1

 HELP THE CHILDREN TO DO THEIR

 HOMEWORK AND LOOK AFTER THEM

 TILL THEIR PARENTS COME TO FETCH THEM.

DURATION : 2014

NAME OF COMPANY : WYSNEUSSIES CRECH

POSITION HELD : TEACHER ASSISTANT

 HELP THE CHILDREN TO DO THEIR

 CLASSWORK AND LOOK AFTER THEM

 TILL THEIR PARENTS COME TO FETCH THEM.

DURATION : 2014 UNTILL NOW

NAME OF COMPANY : MIDAS (VANDERHOF STRAAT)

POSITION HELD : TEMP ON WEEKENDS

DURATION : 2015

TRANSLATION REFERENCES

CHARLENE DE LANGE — TRANSLATED VARIOUS DOCUMENTS AND BOOKS.

 CONTACT DETAIL: Charlene.delange@outlook.com

MARLENE VILJOEN — TRANSLATED DIFFERENT SHORT STORYS

 CONTACT DETAILS: marlene2viljoen@gmail.com

BIO

I have been a freelance translator for the past 3 years it has become something that I really love doing.

I am currently homeschooling one child and have one child in the afternoon for home work. I love to work with children and teach them to see the progress that they have made.

I like to do the translations in my free time it is something to keep the mind busy. Reading is a hobby of mine with freelance translations I get a chance to read and translate at the same time. To read and translate at the same time is like doing two hobbies at the same time.

I am used to working under high-pressure with teaching children one has to do a lot of work in a small amount of time.

I can translate 2000-4000 words per day specialise in books, short stories, medical documents, art/ literature, retail, instructions, financial and marketing.

Programs that I have and am skilled in: Microsoft office (everything), Adobe DC, Python etc.

The most resent translation I did:

A romance book from English to Afrikaans.