

5 Thistlewood Avenue
Hamilton
New Zealand

20 January 2009

To whom it may concern

As a recently engaged couple who have 6 years combined teaching experience, we are looking for teaching jobs that allow us to travel and enjoy different cultures and experiences before starting a family of our own. Both having completed a Bachelor of Teaching at the University of Waikato, we are looking to join an organisation that expects and rewards commitment, creativity and ambition. We are extremely positive people who welcome a challenge and have very high expectations of ourselves and others. We are highly motivated, very reliable and have excellent communication skills along with considerable work, cultural and sporting experience that we have developed both in New Zealand and abroad.

In our current teaching role we have daily contact with students, support staff, teaching staff and management, along with the wider school community. We have developed excellent working relationships and understand the importance of not only maintaining these, but developing them further.

We have a proven record of performance under pressure in regards to meeting tight deadlines without compromising the quality expected and required. Again, the combination of life, work and sporting experiences have helped to further develop our ability to work with various cultures and personalities.

We are excited by this career opportunity and feel we can contribute greatly to a teaching role within Korea. Look forward to hearing from you.

Yours sincerely

Carl Allan and Candace Mayall

Curriculum Vitae

Carl Allan

and

Candace
Mayall

5 Thistlewood Avenue

Hamilton

New Zealand

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Carl Allan

Personal Data

Date of Birth: 8th January 1976
Nationality: New Zealand
Hobbies and Sports: All sports
Family and friends
Options trading –Australian Market

Qualifications

2002—2004 Completed a Bachelor of Teaching
University of Waikato (New Zealand)

Teaching Experience

2005—2009

Berkley Normal Middle School

Tutor teacher and Team leader position in 2009

- Implementation of national curriculum and organisation of student groups, sports days and cultural events
 - Meeting strict deadlines for testing and assessment
 - Written and oral communication with parents, support staff and management
 - Building and maintaining strong working relationships with parents, support staff, management and the wider school community
 - Report writing, assessment and record keeping
- Professional development – personal/team/school wide

2005-2008

Soccer Coaching

- St Peters 1st XI (College team)
- Berkley Normal Middle School 1st XI

Carl Allan

Key Strengths

- I am competent, committed and love teaching I have demonstrated this through teaching experience over 4 years.
- Caring nature, I can develop respect of children very quickly and am genuinely interested in things they say and do.
- Confident in all curriculum areas am highly organized and have strong planning abilities.
- Management is strong, firm but fair attitude, very supportive and I work alongside children.
- A sound knowledge of Numeracy and Literacy
- Experienced in teaching sport, specializing in Soccer to a range of ages.
- I am culturally sensitive with the ability to recognize and cater to the needs of other cultural and ethnic groups.
- Highly professional and able to use my own initiative
- Able to create a safe and co-operative learning environment that meets individual learning needs.
- An effective communicator with excellent listening skills
- Reliable, sincere, honest, caring and humorous personality

Carl Allan

Work Experience

1994—1999

Co-Manager of Commercial Landscape Business - Allanscapes

- Day to day management and coordination of multiple jobs and work groups (of up to ten staff plus contractors) in the greater Waikato and BOP regions
- Daily interaction with commercial clients
- Training new staff and up-skilling existing staff
- Organisation of materials and transportation
- Calculation and payment of staff wages
- Calculation and payment of PAYE taxes
- Building and maintaining strong working relationships with staff and clients
- Health and Safety Officer for Allanscapes responsible for organising inductions on various sites and safety equipment

Referees

Daryl Gibbs
Assistant Principal
Berkley Normal Middle School
Ph: 07 856 6537

Jill Rimmer
Team Leader/ Tutor teacher
Berkley Normal Middle School
Ph: 07 856 6537

Candace Mayall

Personal Data

Date of Birth:

6th December 1985

Nationality:

New Zealand

Hobbies and Sports

Dancing, any type of dancing ballet, jazz, and tap are my favourite. Music, playing the guitar and the piano. I also enjoy playing any types of sport especially Netball.

Philosophy

I aspire to be fair and objective, to keep an open mind and to treat each child or person with the respect that they deserve. Every child in your class is special and deserves to be treated like an individual. Equity and equality are essential elements to any class. Although being fair to all children is a priority, as a teacher I also need an insight into and acknowledgment of a child's culture, their learning ability and uniqueness which allows me to appreciate their individuality. I also feel the classroom needs to be child centered and the teacher and students should have a very positive and caring relationship.

Key Strengths

- I am competent, committed and love teaching I have demonstrated this through teaching for 2 years as a trained teacher and experience during practicum and dance teaching.
- Caring nature, I can develop respect of children very quickly and am genuinely interested in things they say and do.
- Confident in all curriculum areas am highly organized and have strong planning abilities.
- Management is strong, firm but fair attitude, very supportive and I work alongside children.
- A sound knowledge of Numeracy and Literacy
- Experienced in teaching dance to a range of ages.
- I am culturally sensitive with the ability to recognize and cater to the needs of other cultural and ethnic groups.
- Highly professional and able to use my own initiative
- Able to create a safe and co-operative learning environment that meets individual learning needs.
- An effective communicator with excellent listening skills
- Reliable, sincere, honest, caring and fun personality

Candace Mayall

Qualifications

2003

Hamilton Girls High School

Received a B Bursary
University Entrance Achieved

2004 - 2006

Completed a Bachelor of Teaching
Invited to do Honours
University of Waikato (New Zealand)

Awards

Achieved Membership to Golden Key International
Honours Society.

Received the Sir Edmund Hillary Scholarship for
outstanding achievement in dance and university grades.

Teaching Experience

2007– 2008

Berkley Normal Middle School

- Taught a year 7/8 mixed class (31 pupils)
- Taught a variety of curriculum subjects and planned and assessed in all areas
- Took dance groups and performances
- In 2009 I was teaching the accelerate class and head of Science

2002 - 2006

Valerie Lissette School of Dance

- Teach dancing for 15 hours a week
- Teach Ballet, Jazz and Tap to children aged from three to adults.
- Prepare lessons and plan appropriately
- Responsible for running exams and helping with directing end of year shows
- Choreograph competition dancers for a range of children . These girls have competed nationally and all won awards.
- Choreograph items for the end of year show which is performed at Founders Theatre.

2006

Practicum (8 weeks)

Hamilton West School

- Teaching Year 3-4 class which included 29 children had 7 weeks of full control
- Planned and taught across the curriculum areas
- Attended assessment courses as part of professional development, staff development, Area and Team meetings.

Candace Mayall

2005

Practicum (6 weeks)

Pukete Primary School

- Taught Year 6 in a co-operative learning class of 60 students, with 5 weeks full control
- Taught production item to the 60 children
- Helped the whole school prepare for the production
- Taught in a range of curriculum areas
- Gained experience in working with teacher aides, relievers and support staff.
- Attended staff and syndicate meetings and assumed general playground and sports duties.

2004

Practicum (4 weeks)

Maeroa Intermediate School

- Taught Year 7-8 class with 3 weeks full control
- Planned and taught Literacy, mathematics, Physical education and Health, Social Studies, The Arts, and Technology
- Taught ballroom dancing to the whole team where I lead 120 children.

Attended and helped with the Volleyball team and went to a tournament.

Specialised Teaching

2006 and 2004

Glenview Primary School

- Taught year 3-4 classes their production item for the end of year school production
- Included 230 children
- Planned lessons

2006

Pukete Primary School

- Teaching a unit on line dancing and folk dancing to two year 5-6 classes
- Have provided teachers with appropriate planning and assessment opportunities.

2004

Girls and Boys High School

- Choreographed the Girls and Boys High School production which included 110 students.

Candace Mayall

2006

Music Video

- Choreographed and performed in a music video
- Taught 8 professional dancers a routine and recorded it for television

2006

Short Film

- Choreographed a ballroom dance number for a short film
- Included 40 dancers, 20 males and 20 females ranging in ages from 14 to 55.

Work Experience

Feb 2002 - 2006

Valerie Lissette School of Dance
Dance Teacher

Involved in teaching Ballet, Jazz and Tap from age three to adults. Preparing students for Exams, where I have had 100 percent pass rates for three years. I have also been involved in choreography for end of year productions and competitions.

Nov 2002 – Sept 2004

Link Research Limited
Research Analyst

Involved in Data Entry and General Statistical Analysis.

Referees

Daryl Gibbs
Assistant Principal
Berkley Normal Middle School
Phone: 07 856 6537

Valerie Lissette
Owner of Valerie Lissette School of Dance and Dance
Teacher
Home: 07 855 1524



These are some photos taken at my sisters birthday and us relaxing. Below is a family shot from the same birthday.

