



CURRICULUM VITAE OF: LAYTON VEERARAGULU

054 151 5097

| laytonvee@gmail.com

| RHGB7969, Tamir, Riyadh

PERSONAL PROFILE

As a highly skilled and dedicated teacher with a passion for providing outstanding education, I am confident in my ability to contribute to the success of your school.

With my BEd degree and proven experience teaching primary and secondary level, I bring a wealth of knowledge and expertise to the classroom. I am creative, enthusiastic, and able to inspire students to reach their full potential. My strong interpersonal and IT skills, as well as my ability to effectively communicate with both students and parents, make me a valuable addition to your team. I am eager to join a team of supportive and creative colleagues and work together to create a nurturing environment for students to thrive.

SKILLS

- Education management and administration
- Timetable and examination management
- Report writing and analysis
- Sponsorship procurement
- Computer proficiency
- Leadership and team management

WORK EXPERIENCE

Sizani Combined Primary School	01/01/2011
Teacher	01/01/2011
Departmental Head of the Senior Phase	01/05/2016 – 21/08/2023

Taught the following subjects:

- Natural Science
- Economic Management and Sciences
- Mathematics
- English FAL

Duties as an Educator and a Departmental Head:

- Supervise and monitor all senior phase educators to ensure the quality of education delivery.
- Distribution of Textbooks to all educators.
- Chairperson of the Maintenance Committee and Head of ICT Committee, providing assistance with computer-related issues.
- Generate the school timetables (class and educator) and the examination timetable for the senior phase.
- Sports Coordinator, holding inter-class tournaments and managing the stock of sporting equipment.

- Assist other senior phase teachers with class reports as needed.
- Provide assistance to senior phase educators with files, worksheets, class-related matters, class lists, etc.
- Head of RCL, providing assistance to learners and educators.
- Secured sponsorships for various school needs, including the installation of a motor for the main gate, excavation of land for a container classroom, senior phase trophies, service of the air-conditioner in the computer room, installation of a school siren, cash to maintain the admin and school block, and fans for 25 classrooms.

Delta International School

Currently teaching English at Delta International School in Riyadh, Saudi Arabia.

Teaching English to Grade 4 students using the American Curriculum (IB).

EDUCATION

Bachelor of Education Degree (Senior/ FET)

Specialization: Accounting
Learning Areas: Economic Management and Sciences
 Natural Science
 Creative Arts

University of KwaZulu – Natal (Edgewood Campus) **2007 – 2010**

Whilst completing my teaching degree, I did my teaching practice at the following schools:

- | | | |
|-------------------------------------|-------------------|------|
| 1. <u>Solvista Secondary School</u> | | 2008 |
| Accounting: | Grade: 10 and 11 | |
| Natural Science: | Grade 8 and 9 | |
| 2. <u>Woodview Primary School</u> | | 2009 |
| Economic Management & Sciences: | Grade: 6 and 7. | |
| Creative Arts and English: | Grade 4, 5 and 7. | |
| 3. <u>Eastbury Secondary School</u> | | 2010 |
| Accounting: | Grade: 10 and 11 | |
| Natural Science: | Grade 8 and 9. | |
| Economic Management & Sciences: | Grade: 8 and 9. | |

REFERENCES

Available upon request.

COVER LETTER

I am writing to express my interest in the Teacher position available at your school. As a highly motivated and experienced primary and secondary school teacher with over 12 years of experience, I am confident that I have the necessary skills and qualifications to make a valuable contribution to your school.

In my role as a teacher and a Departmental Head, I am responsible for efficiently implementing educational proposals, evaluating and providing feedback on students' learning processes, and promoting motivation and study habits. I have a proven track record of guiding academics and updating grades, as well as preparing educational materials, innovation projects, and extra-curricular activities. I also have experience in supervision and monitoring of other educators, distribution of textbooks, and chairing of various committees such as Maintenance and ICT.

In addition, I have experience generating school timetables, coordinating sports activities, assisting with class reports, providing support to senior phase teachers, and serving as the Head of RCL. I am also proud of my success in securing sponsorships for various school needs, which demonstrates my strong organizational and leadership skills.

My Bachelor's degree in Primary and Secondary Education, combined with my passion for teaching and commitment to student success, makes me an excellent candidate for this position. I am committed to ensuring that each student reaches their full potential and I am always looking for new and innovative ways to engage and motivate them.

I am excited about the opportunity to bring my skills and experience to your institution and contribute to the education and development of your students. Thank you for considering my application. I look forward to the opportunity to further discuss my qualifications with you.

Sincerely,

Layton Veeraragulu



UNIVERSITY OF
KWAZULU-NATAL

INYUVESI
YAKWAZULU-NATALI

This is to certify that

Layton Veeraragulu

was admitted this day
at a congregation of the University
to the degree of

Bachelor of Education
(Senior Phase & FET)

having satisfied the conditions prescribed for the degree.



M W Makgoba
Vice-Chancellor

J J Meyersitz
Registrar

M A Samuel
Dean

14 April 2011

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LIV PROTECTED



CERTIFICATE OF REGISTRATION

This is to certify that

LAYTON VEERARAGULU

is registered with the

South African Council for Educators

The educators who are registered with the South African Council for Educators

- acknowledge the noble calling of their profession to educate and train the learners of our country,
- acknowledge that the attitude, dedication, self-discipline, ideals, training and conduct of the teaching profession determine the quality of education in this country,
- acknowledge, uphold and promote basic human rights, as embodied in the constitution of South Africa,
- commit themselves to do all within their power, in the performance of their professional duties, to act in accordance with the ideals of their profession, as expressed in the SACE Code of conduct, and
- act in a proper and becoming way such that their behaviour does not bring the teaching profession into disrepute

23/04/2013

Date

Rej Brijraj- Chief Executive Officer

Registration number:

1165105