



Marlene Roux

Curriculum Vitae (CV)

What job i'm looking for? My positive points

- Organisational and Time Management Skills: Efficient in planning and organising lessons, managing classroom activities, and handling administrative tasks such as recordkeeping and documentation.
- Adaptability and Problem-Solving: Flexibility to adapt to new teaching methods, industry developments, and educational challenges, with a problem-solving approach to overcome barriers in teaching and learning.
- Continuous Professional Development: Commitment to ongoing professional growth through workshops, training, and staying updated with the latest trends in both education and the culinary field.
- Ethical Standards and Policy Adherence: Strong adherence to ethical standards, safety protocols, and institutional policies, ensuring a respectful and compliant educational environment.

My skills and experience align well with the requirements for a chef educator/lecturer role, making me a strong candidate for a position where both culinary expertise and educational excellence are crucial.

Preferred occupation	Training Teaching jobs
Preferred work location	Pretoria / Tshwane Gauteng

Contacts and general information about me

Day of birth	1975-12-30 (50 years old)
Gender	Female
Residential location	Pretoria / Tshwane Gauteng
Teacher/Lecturer/Educator/Trainer/Moderator/Facilitator/Assessor:	
Telephone number	<i>Information is available only for registered users.</i>
I am an experienced educator with	Sign in 26 years of dedicated service in secondary and tertiary
E-mail address	<i>Information is available only for registered users.</i>
	Sign in

methodology. Demonstrates extensive expertise in curriculum development, assessment design, and practical teaching. Proven leadership as a National Examiner and Moderator for the

Department of Higher Education and Training. Known for effective curriculum implementation, student mentorship, and integration of educational technologies. Holds a Postgraduate Diploma in Tertiary Education and a Higher Diploma in Secondary Education (Home Economics). Committed to ethical standards and continuous professional development. I can offer the following skills to your organisation, which will enrich the students' learning experience:

- Curriculum Development and Expertise: My extensive background in curriculum development, practical teaching, and assessment provides a robust foundation for delivering high-quality culinary education. I am an expert in creating lesson plans, developing practical sessions, and integrating industry trends.
- Practical Teaching and Demonstrations: Skilled in teaching both theoretical knowledge and hands-on culinary skills, ensuring students gain a comprehensive understanding of food preparation, safety, and management.
- Assessment and Evaluation: Expertise in evaluating student performance through various assessment techniques, providing constructive feedback, and ensuring quality assurance.

Working period	nuo 2024.02 iki 2024.05
Company name	Uitsig High School
You were working at:	Teachers
Occupation	Teacher - Hospitality Studies
What you did at this job position?	<p>Subjects: Hospitality Studies Gr 10 – 12 Duties and responsibilities:</p> <ul style="list-style-type: none"> • Develop lesson plans and instruction materials. • Plan and organise practical sessions/demonstrations. • Teach theoretical knowledge and practical skills. • Conduct lectures/discussions/hands-on activities. • Evaluate and monitor students' progress and behavior using various assessment techniques. • Provide constructive feedback on students' performance. • Foster a positive, supportive and inclusive classroom environment. • Stay updated with industry trends and advancements. • Participate in workshops, roadshows and training sessions to enhance teaching skills and knowledge. • Collaborate with other teachers and staff to integrate cross-curricular activities and projects. • Communicate with parents/guardians regarding students' progress/achievements/behaviour. • Adherence and upholding ethical standards, safety protocols, institution policies and -procedures. • Accurate recordkeeping of attendance, marks (progress reports), and student performance. <p>Achievement:</p> <ul style="list-style-type: none"> • First time setting Gr 10 – 12 PATs (Practical Assessment Tasks) – Audited and signed off by DBE Subject Adviser on first site visit.

Working period	nuo 2013.01 iki 2024.01
Company name	Department of Higher Education:Tshwane South TVET College
You were working at:	Teacher
Occupation	Lecturer - NATED
What you did at this job position?	<p>NATED Hospitality Subjects (Intro – N6): Catering Theory and Practical, Sanitation/Hygiene and Safety, Nutrition and Menu Planning, Food and Beverage Management, Servicing Techniques. Business-/Commercial related subjects: Applied Management, Entrepreneurship and Business Management, Computer Practice Duties and responsibilities:</p> <ul style="list-style-type: none"> • Design lesson plans (content, learning objectives, teaching resources, teaching methodology). • Follow and test new/trendy developments in the Hospitality - and in Education industry. • Subject specialist - assist fellow educators and instruct them in the development and use of quality learning and assessment tools/methods/techniques. • Compile and moderate assessment tasks and control instruments (Formative/Summative/Practical). • Plan and conduct practicals according to the syllabus/budget. • Collect evidence on learner performance and resources (photos of practicals, learner portfolios, analysis of results, record sheets). • Establish a positive and stimulating learning environment assisting/motivating students to engage in learning. • Identify/support students with learning difficulties – remedial teaching/tutorial guidance. • Facilitating and monitoring learners who participated in extracurricular activities such as World skills competitions. • Book screening – comparing different resources/study material versus the syllabus. • Conducting and signing of subject policies. • Selection committee - Registration and enrolment of learners. • Marking, remarking, and moderating of external/internal papers, test and assignments. <p>Achievements:</p> <ul style="list-style-type: none"> • World Skills Competition - Provincial Judge (Assessing/Moderating) 14 – 16 September 2023. • Appointed as National Examiner for DHET, setting: Intro Servicing Technique Practical N4, Sanitation and Safety N4 and Catering Theory and Practical N4. • Appointed as National Moderator for DHET, moderating: Caterer and Client Relations N5 and Catering Theory and Practical N6. • Appointed as Chief Marker and Internal Moderation for National Marking (DHET) for various subjects. • Content development – PowerPoint slideshows – which are now used by several sister campuses.

Working period	nuo 2006.07 iki 2012.12
Company name	Centurion Academy - Now NBI
You were working at:	Teachers
Occupation	Lecturer - Hospitality Management
What you did at this job position?	<p>Hospitality Subjects: Food Studies (Theory and Practical), Food and Beverage Management Theory and Practical, Nutrition Business-/Commercial related subjects: Hospitality Legislation, Consumer Psychology/Behaviour, Event Management, Lodge Management.</p> <p>Duties and responsibilities:</p> <ul style="list-style-type: none"> • Coordinating and facilitating theoretical classes, practical's, tests, examinations, and assignments. • Purchases and stock control • Writing and designing of learning material. • Co-ordinate and monitor the implementation and maintenance of teaching and learning. • Identify and address of barriers/challenges. • Collect and capture support documents/-data. • Setting, translating, and moderating of all assessments • Arrange and attend excursions. <p>Achievements:</p> <ul style="list-style-type: none"> • Quality Assurer/Moderator - Mentoring and monitoring sister campuses. • Course re-accreditations: (research and rewriting). • Compiling course guides (control training materials).

Working period	nuo 1998.01 iki 2006.06
Company name	Verwoerdburg Technical College - Now TSC
You were working at:	Teachers
Occupation	Lecturer - NCV and NATED
What you did at this job position?	<p>Hospitality Subjects (NIC - N6): Secretarial Catering, Catering Theory and Practical, Sanitation/Hygiene and Safety, Nutrition and Menu Planning, Food and Beverage Management, Servicing Techniques) Business-/Commercial related subjects: Business Practice, Office Practice (content include basic accounting: e.g. Cash receipt - and cash payment journal, salary - and wages journal), Applied Management, Entrepreneurship and Business Management, Computer Practice</p> <p>Duties and responsibilities:</p> <ul style="list-style-type: none"> • Preparation of teaching material e.g. lesson plans. • Teaching and facilitating • Student support • Assessing all assessment tasks <p>Achievements:</p> <ul style="list-style-type: none"> • Master double medium teaching (English and Afrikaans) • Lecturer of the year - 2000

Education

Educational period	nuo 2011.01 iki 2012.05
Degree	Honours
Educational institution	UNISA
Educational qualification	Postgraduate Diploma in Tertiary Education
Educational period	nuo 1994.01 iki 1997.12
Degree	Diploma
Educational institution	University of Pretoria (UP)
Educational qualification	Higher Diploma in Secondary Education (Domestic Science)

Educational period	nuo 1989.01 iki 1993.12
Degree	Grade 12 / Matric
Educational institution	Volksrust High School
Educational qualification	Nasional Senior Certificate
Educational period	nuo 2005.01 iki 2005.03
Degree	Certificate
Educational institution	ETDP - SETA (Maccauvlei)
Educational qualification	Moderate Assessment - Moderator (US 7977)
Educational period	nuo 2003.01 iki 2003.03
Degree	Certificate
Educational institution	ETDP - Assessment College SA
Educational qualification	Plan and Conduct Assessment of LO - Assessor (US 7978)
Educational period	nuo 2007.01 iki 2007.03
Degree	Certificate
Educational institution	SSETA
Educational qualification	Domestic Services (SAQA ID 23853)

Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	very good	very good
Afrikaans	fluent	very good	very good

Computer knowledge

Microsoft:

- Word (Advanced)
- PowerPoint (Advanced)
- Excel (Advanced)
- Outlook (Advanced)
- Teams (Advanced)

Other:

- D6 – School Management Software (Advanced)
- Coltech – Enrolment and Marksheets (Advanced)
- Google classroom (Advanced)
- Zoom (Advanced)
- Future Managers – E-learning material/resource (Advanced)

Conferences, seminars

PAT Gr 10 – 12 (DBE - Gauteng), 2024
 Secondary School Improvement Program B (DBE – Gauteng), 2024
 Examiners & Moderators Training (DHET – Setting Unit), 2024
 Hosting MS Teams Meetings (DHET – Examinations), 2023
 Digital Transformation (TSC), 2020
 Get Connected (Cisco Networking Academy), 2020
 Basic Fire Fighting Training - JHB/2019/BFF05/03, (St John), 2019
 IQMS (TSC), 2005
 Workplace Conduct and Discipline (Lwazi-Tsebo Business Enterprise), 2005
 The phasing in of OBE into the FET College Sector (DBE – Gauteng), 2004
 International Computer Drivers License - (ICDL.Africa), 2003
 Basic Principles in Mentorship (Centurion College), 2002
 Tourism: Management, Marketing and Ecotourism (Potchefstroom University for Christian Higher Education), 2000
 Designing Learning Programmes/Designed a Learning Programme using a unit standard/s (Technisa), 2000
 MS Excel, - Intro to PowerPoint, - Word, Windows (Centurion College), 1999 - 2000
 N4 - N6 Computer Practice (Centurion College), 1999 - 2000

Recommendations

Contact person	Ilze Stander
Occupation	HOD
Company	Uitsig High School
Telephone number	082 372 4453
Email address	ilze.stander@hs-uitsig.co.za
Contact person	J Theron,
Occupation	Senior Administration Officer: General Studies/PLP
Company	Tshwane South TVET College (Head Office)
Telephone number	012 4015156/082 997 8777
Email address	josie@tsc.edu.za

Additional information

Your hobbies	Baking and Gardening
Driver licenses	EB Articulated Light Vehicle ≤ 3,500kg
Driver license from	1994-01-00 (32 years)
Salary you wish	25000 R per month
How much do you earn now	21000 R per month