Carola Trummer

4 Juchli Ave, Randburg, Johannesburg 2163
Telephone: +27 66 509 7518
Email: trummerc@outlook.com

Professional Profile

A confident, dynamic outgoing female with the ability to adapt quickly in new environments, very efficient, self-motivated, able to work fast, independent and under pressure combined with excellent people skills and highly developed organisation/ time management skills.
Being outgoing, extrovert and friendly her personality can be a source of inspiration for the team and a reliable employee.
Emigrating from Germany to South Africa in April 1996, starting a new life being married and raising two children, taught to be flexible and adaptable in many different situations.
Recently personal changes allowing the possibility to enter the professional business life again.

Career Summary

2019 - Freelance Translator

- Translating English into German for NOMAD – Tourist company
- Accompanist for German tourists on tour through southern African countries
- Translating and editing subtitles from English into German for Rev.com

2018 - Teacher for German as a Second Language

- Responsible for the German language department at the Lingual Express – Language Academy
- Group, Private and Corporate Lessons
- Recognized International Examinations
- Examination Preparation
- Familiar with the Goethe German Language Program Deutschlernerblog.de
- Familiar with the Cambridge Curriculum for the subject German as a foreign language
- Experience in teaching German for students and adults from the age 6+
- Experience with German online teaching programs
- Very experienced in teaching German using different teaching methods especially for young children
- Teaching and improving skills such as fine and gross motor, verbal -, visual and auditory skills

2009 – Voluntary work including

- Founder of the Hello Africa Foundation, a NPO, who is dedicated to help with a feeding scheme orphanages and Pre-Schools in Zandspruit
- Volunteering Member of the Honeydew CPF, Community Police Forum
- Teaching twice a week Shotokan Karate for Beginners up to black belt in the Boskruin community centre
- Founder & administrator of the community page 'Randpark Ridge Community' on social media with more than 12,000 members (numbers raising) including setting up security groups for streets, organising and distributing charity events within the community, creating crime awareness and lifting the standard of living for the community providing a platform where people actively interact, helping each other and getting advice at no cost.
- Being active involved with certain organisations such as OUTA and the No Crime Project who are striving to expose corruption
- Through the biking community with more than 30.000 members creating awareness and participating as well organising events which include cancer awareness, 'Donate a blanket', 'Stationary run', 'events against animal cruelty', 'blood donation run' and much more

- Motivating and inspiring people to take part in events due to the fact of being well known in the biking community and featured in different magazines such as 'Bike SA' and 'The Saturday Star'

2002 – 2008 Business owner of 'Wunderkind'

- Operating a retail business which catered mostly for the German community
- Sourcing educational material for children all ages national and international
- Importing and distributing to schools and individual customer's educational material which is used for methodical teaching support in subjects such as in Mathematics, English, German and Life Skills
- Providing excellent customer satisfaction and service
- Managing and training staff in customer service, basic banking and operating pastel accounting

1991 – 1995 Educator in a specialised facility catering for mentally disabled and retarded adults

- Providing a familiar home atmosphere which included normal day to day activities and therapy
- Teaching and supervising daily skills such as being able to express verbally their needs, support the patient personal hygiene and day to day practical skills
- Teaching social behaviour by providing and participating in board games and outdoor activities
- Reinforcing daily routines such as breakfast, getting ready for work and evening routines
- Teaching and improving skills such as fine and gross motor, verbal -, visual and auditory skills
- Taking extra care for all the special needs of the patients

1986 – 1989 Teacher/ Educator at the 'Allgemeinbildende Polytechnischen Oberschule' Bautzen

- Teaching hourly mornings in the subject 'Werken' which is like an art subject teaching manual craftsman skill
- Fulltime teacher/ educator for the afternoon lessons providing tutoring in all subjects required in the Primary School
- Providing school holiday care with fun activities for the children
- Providing outdoor activities such as excursions, visiting museums, learning the history of Germany
- Preparing parents evenings and assessing school reports of the children
- Preparing and participating in school talent scouting programs
- Writing term reports
- Working closely together with legal entities to provide full support for families with children who had noticeable behaviour problems

Education

Degree: Educator/ Teaching degree obtained at the 'Institut fuer Lehrerbildung' Grossenhain 1986
The Japan Karate Association Diploma: Reg. No.: RS 1-2687 1st and 2nd Dan

Additional Details

Language: German (Fluent), English (Fluent)
Interests: Karate, Motorbikes, Reading
Driving Licence: Full

February 1989: Emigrating from former East-Germany to West-Germany
April 1996: Emigrating from Germany to South Africa