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IN DIVI SION THREE
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reached at least Grade Eight in the subjects named.
he
AUSTIN G. LEBURU 'C3 63 ' 47
eNYAZURA ADVENTIST SECONDARY SCHOOL
S.C. G.C.E. Ordinary
Grade level Grade
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LITERATURE IN ENGLISH FOUR B
BIBLE KNOWLEDGE SIX c
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CURRICULUM VITAE

AUSTIN GEORGE LEBURU

Date of Birth: 17th November 1959

Nationality : South African

Left South Africa as a child when my parents fled into exile. I returned from exile in 1991.

Marital Status: Married

Religion : Christian (SDA)

Languages : English, Shona, Chichewa, Nyanja, French

Home Address: 16 Park Lane Court,
22 Abel Road

BEREA

Phone: 011-642-6952

TYPE OF POSITION SOUGHT

Salary: negotiable around R2 500.00

Teaching;

Junior management;

Control of stock;

Management trainee;

Training officer;

Adult literacy or skills training (e.g. librarianship)

I am keen to receive training in new fields, and to learn managerial skills. I have a good general knowledge and take an interest in different sectors of the economy.

EDUCATION

1976-78 Henry Henderson Institute Secondary School, Blantyre, Malawi

1982 Nyazura Seventh Day Adventist College - Cambridge 0 Levels

1983 - 86 University of Zimbabwe - Certificate of Education (4 years)

EMPLOYMENT

1992 Southern African Association of Independent Schools -
Clerical position (temporary during illness of staff member)

Duties: switchboard, fax, photocopying, filing
information for students, parents and member
schools;

attendance at seminars and functions relating to
literacy and disturbed children.

1991 Somerset High School, Braamfontein.

Duties: Teacher of English and History std 6 -7.

Reason for leaving: The school was in financial difficulties
and closed down after some scandal at the end of 1991

1987 - 1990 Sakubva High School, Mutare

Duties: Form Master,

Taught std 6 History (Form 2)

Extra Murals: Volleyball, French club

Responsibilities: Member of Discipline Committee.

Reason for Leaving: wished to return to South Africa.

1990 Mutare Girls High School - part time teacher of literacy-to1
adults (evenings), std 7 - 8 History. (Forms 3 & A)

1981 - 86 Teacher std 3 - 5 in Zimbabwe.

SYLLABI

I am familiar with the following syllabae:

Joint Matriculation Board

Cambridge Overseas GCSE

Associated Examination Board (to "O" Level)

' TEACHING SUBJECTS

Primary: all subjects required by syllabus except Afrikaans.

Secondary: English, History, Geography std 6 - 10

EXTRA MURALS

Volleyball, debating, drama, PE, art, music

OFFICES HELD

Henry Henderson Institute Secondary School, Blantyre: Chairman of
Debating Club, 1978 - 79

Young Lion, Blantyre, 1978 - 79

President of SRC, Marymount College, University of Zimbabwe,
1983 - 87

Finalist in Drama Group Contest, 1985

PERSONAL INTERESTS

Lay preacher, youth counsellor, reading, travel, hiking.

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(SAAIS)

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Office: 19 Cnyler Close Constantia Klouf laodeponrt

Tel (0111 679 5180 P 0 Box 6511

Fax (0111 679 S971 ilSTGLTZ 1731

EAP/HI

22nd April 1992

TO WHOM IT MAY CONCERN

Austin Leburu has been known to me since March 1991 and has worked for SAAIS from January 1992 to the present in a temporary capacity during the absence of a staff member.

The duties he has assumed at SAAIS have included:

answering phone calls from students and parents seeking Schools;

making appointments for myself;

confirming attendance at meetings with Heads of schools;

use of fax, photostat etc.

filing;

keeping incoming applications for courses and seminars run by

SAAIS and reporting on same;

attending seminars on literacy and deprived students;

assisting with the "tracking" of inner city schools (these schools move regularly, and we try to keep up with who is operating and where) ;1

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Although he had no 'formal office experience when he came to us Austin has quickly picked up the office routine and relates well to staff. He is invariably well groomed, cheerful, helpful and a pleasure to have around. His English is good. We have found him to be hard-working, honest and willing to learn. He is polite, but is sometimes very firm with some of our rather recalcitrant members.

I am not able to pay Austin in accordance with his qualifications as the position he holds is only clerical, and it has been understood that as soon as he finds a more suitable job he will leave SAAIS. I would not hesitate to recommend him for a senior primary or junior secondary teaching post in a school that specialised in students who speak English as a second language. but I feel he could also be a valuable member of staff in a training position working with either students or young adults, or as a trainee manager.

2/.....

Directors:

R l Hawkins (Chairman) l A 8 Carl: R G lyeingtun

5 Garland A ! Grahal ! H Khalissa C lahlaba H l McKenzie

l J lccnrk A loonda H lulcahy L l Pnrsell

Austin is entirely reliable. He arrives at work on time and does not ask for extended lunch breaks or days off. He does not engage in excessive use of the phone or receive streams of visitors in office hours. He manages on a very meagre salary without asking for advances or loans. If I had a post in which his qualifications and experience could be fully utilised I would offer it to him.

I wish Austin every success in finding more suitable employment.

ALISON PAPENFUS I
EXECUTIVE DIRECTOR

SAKUEVA NO. I gw_SCI-ZOOL
P. 0. BOX 3059
PAULINGTO N
MUTARE
4 December 1990
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 PERSONAL DETAILS 5?? . 2
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 NAME 3 Mr Austin G. Leburu x.f5 E-C- Nogy/2553 I -
 v _ ,Cbee . - 'h'. h ; K
 QUALIFICATIONS x IOWWXU) om ad I 3.51 Ri
 .- v.1"QR, G .
 5.) Academic (subject specializatio where and when obtained) dOW'WIESVELi-R- RPM?
 Seventh Day Adventist Secondary SChOOI 1982
 '11) Professional (where and when obtained) 3 Certificate in Education
 e Marymount Teachers' 0011639 1987
 TYPE OF APPOINTPEMT : Probationer
 DATE OF JOINING SERVICE : 1 September 1987
 LENGTH OF TEACHING EXPERIENCE : 2 years 1 month
 NAME OF SCHOOL : Sakubva High . 1) Registration No. : 5155' . -
 ADDRESS 2 13.0. Box 3059, ii) Dept/Stn No. , 1220/7160
 Paulington
 Mutare
 RESPONSIBLE AUTHORITY : Government Code No. r-SPBnEa? f?) 1; :9
 DATE 0? LAST VISIT : Never visited
 DATE OF VISIT : 28 September 1989
 PURPOSE OF VISIT : To assess the teacher for fixed establishment
 S
 UBJEC'NS! AND ' ESSON g5! OBSERVED : History 2M5
 SECTION B ' ,
 (1 Teaching Assignment : History 2mul - 21m7 x 4 : 28 periods
 (11 Posts of special responsibility : Form - master : 2m?
 (iii Co-curricular activities : In-charge of French Club
 (iv He is a useful member of the school and community : Athletics trainer at
 House level.
 Member of ZIMTA
 Community service worker :
 PROFESSIONAL UALITIES AND COMPETENCE
 Mr? LEburu was conducting a lesson onsthe destabilisation policies or the South
 African regime on its neighbours to 2m when he was observed. The lesson was a
 great success as it was not only conducted at the level of the pupils but 8180
 showed evidence of prior intelligent and careful preparation on the part of the
 teacher. A recapitulatory exercise exploring and investigating the nature of the
 evils of apartheid and the methods used by the Africans to resist and combaaait the
 system stimulated active and purposeful discussion. Among other things, the 01833
 went on to discuss how revolutionary music serves as a powerful emotive force which
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arouses political consciousness and engenders a unity of purpose to the oppressed masses of South Africa. The group discussion which followed identified the groups used by the South African regime and recounted the methods used by these groups from newspaper cuttings that had been distributed to the class by the teacher.

A map of Southern Africa was also effectively used as pupils were asked to identify members of the frontline states. The main points emanating from the discussion were jettied on the chalkboard to serve as a guide to the pupils in the making of their own personal notes. The teacher's questions were well phrased and explanations were clear. The classroom atmosphere was quite relaxed and controlled which led to free pupil participation and purposeful discussion.

The teacher's documentation is satisfactory. He has schemed his work up to the end of term. General topics like, for instance, the Scramble for Africa are broken down into smaller lesson units for easy handling. The teacher, however, needs to reflect the variety of pupils' activities as evidenced in the lesson observed in his scheme-cum-record of work. Although the teacher makes some useful comments on the general topics covered he is advised to evaluate each lesson individually as no two or more lessons were alike. He, however, comments meaningfully on each individual child's problems and suggests possible remedies.

Sufficient written work of a very satisfactory standard is being given to all classes and is carefully marked in terms of thoroughness but was advised also to think of marking not only in terms of child assessment but also in pedagogical terms by making it more informative and instructional.

SECTION D

PERSONAL QUALITIES

Mr Leburu has a very pleasant personality and is freely disposed to both pupils and officials. His attitude to his professional work is positive. 358 is also keen to

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CONCLUSION AND RECOMMENDATIONS ; 1 7 /lp')7

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. Mr Leburu is not only a 'useful' out alsg/t L/%g4atlng and draw of history. His lessons are effectively handled and are rare and intelligent preparation. His documentation is of a satisfactory standard. While pupils are given adequate work of an acceptable standard. 33% W38: hOV'EVERS advised to: :& L iniihit

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(1) reflect the variety of pupils activities planned for each lesson. The

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scheme-cum-record of work. F..1 1 V

(ii) evaluate each lesson individually and

(iii) make his marking more instructional

Mr Leburu is an effective teacher of History and is recommended for fixed

post.

establishment.

_. K- L; Date 2 K: A .i . /fiziu,.i

Signature : _____

Name of Reporting Officer : S.M. Gumbo

Designation : Education Officer : History

for : REGIONAL DIRECTOR MANICALAND