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To whom it may concern

I have a social science/humanities master's degree, with a specialisation in Development Studies/Economics, so I have worked on research projects (conceptualisation, implementation, management, analysis, writing, and publishing) in the fields of human rights, gender, health, poverty, social security, and informal markets. My first language is Afrikaans, but I’m fluent in English, and, if not fluent, at least highly proficient in Dutch and Flemish.

I am very able to work independently, having been a remote, home-based worker for the past three years. I am a regular contributor to international journals in the social sciences and humanities, primarily in the fields of economic, social, and political analysis, public health, household economics, informal markets, and social security/social grants. I am currently a reviewer of articles for three international journals, to promote rigor in subject matter content on law (constitutional), health, education, economics, politics, cultural studies, history, and sociology. I furthermore assist with editing, proofreading, and technical assistance with aspects such as content, citation, and referencing, using a variety of referencing styles including APA, Harvard, and Chicago.

Apart from my fields of academic specialisation mentioned above, I have a wide variety of interests, about which I read a great deal. Interests include popular science, archaeology, medicine, mental health, rural health, public health, psychology, nutrition, history, anthropology, music, linguistics, genetics, neuroscience, and technology—especially concerning its rapid evolution.

Additionally, I lived in the Netherlands for two years (my mother was Dutch, so I had a Dutch passport) and after high school, I got involved in several different types of employment including working in restaurants, and pubs, babysitting, and working as a receptionist at a hotel. In terms of Flemish, I did one year of my two-year master’s degree in Vlaandere (Flanders) in a city called Ghent.

I thank you for your time in reading this letter, and I hope my submission meets with your favourable attention.

Kind regards,

Lilo F. du Toit

**CURRICULUM VITAE**

**Lilo du Toit**

**77 Annimeer, 1241 Huewel Road**

**Centurion 0157**

**South Africa**

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**Personal Information:**

|  |  |
| --- | --- |
| **Full Names** | Lilo Fida du Toit |
| **Date of Birth** | 21 September 1978 |
| **Place of Birth** | Port Elizabeth, South Africa |
| **ID number** | 7809210149081 |
| **Age** | 43 years |
| **Sex:** | Female |
| **Nationality** | South African |
| **Languages** | Afrikaans, English, Dutch, Flemish |

**Qualifications:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Institution** | **Year** | **Qualification** | **Focus Areas** |
| University of Johannesburg (then RAU) | 2004 | B.A. Development Studies (cum laude) | Development Studies/Applied Economics and Philosophy |
| University of Johannesburg | 2006 | B. Hons. Development Studies | Behavioural Economics, Micro- and Macro Economic Theory, Development Theory, Statistics, Quantitative and Qualitative Research Methodology.  Research: “The overlaps between profit and care in community-based organising” |
| University of Johannesburg | 2013 | M.A. Development Studies | Quantitative indexing of Quality-of-Life measures. I created an index by testing household circumstance indicators for statistical significance and then including these in a univariate regression model which produced data on the predictive capacity of each indicator in the determination of mental health status when measured with the SRQ20. (The SRQ 20 is an established algorithm used by the WHO and verified for use in SA).  Title: “Socio-economic factors associated with mental health in Johannesburg” |

**Publications:**

Please refer to Appendix A for a list of my peer-reviewed journal publications.

**A little bit about who I am:**

* I have been told that I am a formidable lateral thinker with the ability to view any problem, task, or goal from multiple viewpoints, giving me the ability to often see things that others cannot. Along with this ability, I am very good at seeing connections between things where none seem to exist—my style of thinking is holistic, so I can view whatever the problem or task is in a modular way, noting how the various parts fit together making it possible to identify the problem areas or requirements that may be missing.
* I wish to be part of a team that works comfortably together, are at ease with each other, and contributes to a mood that is comfortable, open, honest, and humorous (cracking a good joke every so often or being able to laugh at ourselves creates such a sense of unity that makes it a joy to work together).
* I’m an excellent researcher, both in the field and of course, increasingly on the internet. I have a nose for separating the truth from the fluff and have built up an extensive list of reputable websites and news outlets over the years which I consult first when gathering information for a particular task.
* I have developed my own system of organising large amounts of information, and I have an excellent memory—my brain just seems to retain a lot of what I see, read, hear, or experience, and I can often point someone in the right direction if they’re looking for information or struggle with a problem.
* My career spans over 20 years since starting as an intern for a consulting company when I was in my 2nd year of university study. From there I worked my way up to a fully-fledged research consultant. From there, I have mostly worked either for market research companies or universities and research institutes.
* I felt a strong need to take a break from the research universe to pursue some of my other skills and talents, as I love variety, am a quick study, am interested in practically anything and everything, and, with these abilities rolled into one body, I can offer a very useful package of skills and abilities to organisations in numerous industries. I also strongly prefer to work remotely from home as I find that I am more productive, less irritable, and more relaxed, and being alone in my home office I can work for hours without any interruptions.
* I have been working this way for the past three years as a remote academic advisor, nonfiction ghostwriter, web content writer on any topic you can imagine, English language editor and proofreader, SEO editor, creator of blogs for online retailers, as well as working as a translator, interpreter, transcriber, and subtitler (Afrikaans, English, Dutch, and Flemish)—either text or audio/video.
* I’m very interested in current events and am always very clued up about what is happening in the world—I devour news (from the reputable sources I mentioned) and am a close observer of what happens in society around me.

**Work experience:**

| **Year** | **Project/Work** | **Contracting Organisation/Client** | **Role** |
| --- | --- | --- | --- |
| 2019 – current | Social research consultation | Precision Consulting, Las Vegas, USA, and WritingJobz, USA | I assist postgraduate students in designing the research methodology for their studies, compiling their literature reviews, writing selected chapters of their dissertations, and revision of technical aspects of scientific writing, such as citation, formatting, and referencing using a variety of styles including APA, Harvard, Chicago, MLA, and AMA. I am furthermore a professional proofreader and editor, and I help with the quality and rigour of the subject-matter content. |
| Technical article writing | Velocity Media, Study.com and Writer Access regularly, as well as ad-hoc jobs from a variety of freelance writing and editing platforms | For Velocity Media, I write technical articles meant as marketing supplements to their clients’ websites. For Study.com I write information articles aimed at teachers in the US on qualification requirements, exams, and tests they have to undertake to become licensed educators in their respective states, and laws and civil society representative bodies in their respective states that they can connect with for information and support. For Writer Access, WritingJobz, and ad-hoc clients, I write technical/academic articles on a wide variety of topics, especially in the social sciences and humanities. |
| Proofreader, Editor, and Translator English—Dutch—Afrikaans—Flemish | Enago, Edanz, Writer Access, Cambridge Proofreading, Translator Directory, Collegando, Transwise, Atlas Translations, and several ad-hoc projects from the wide variety of platforms I maintain a presence on | I provide proofreading and substantive editing services on academic articles, postgraduate dissertations, nonfiction writing of any kind, and web content writing. I often do not only translate but also advise on technicalities of proofreading and editing, paper- and sentence structure, logical flow, fact-checking, and suggestions on improving the factual content of their writing. |
| Web content writer | FreeUp, Apex Covantage, Velocity Media, AmoMama | Articles on general interest subjects, more technical and scientific pieces aimed at the average reader or layperson. I’ve written on a variety of topics, such as mental health, themes in the social sciences, humanities, culture, socioeconomics, politics, history, and current popular science. These articles are purchased by organisations of all kinds to use as content for websites, blogs, online magazines, and journals, as well as social media campaigns. |
| Nonfiction ghostwriting and editing | The Urban Writers, Canada | I research and write entire nonfiction books based on client briefs on a wide variety of topics. I also provide editing services for submissions from other ghostwriters. |
| 2017 – 2019 | Monitoring, evaluation and reporting specialist with a large government funder. | National Treasury. | I managed to research and report on job creation initiatives, ensuring that accurate, up-to-date information was at my employer's fingertips. The reporting framework was rigorous and complex and required extensive planning and data collection activities, as well as the early definition of project goals.  Additionally, I gathered material to document the experience and learning of a South African public sector entity active in development finance for almost a decade, producing at least five learning products per month, such as short internal learning articles, academic publications, internal and external seminars, and short pieces for government-wide newsletters. The fund's (a dedicated fund within Treasury) work in this area is important for economic development and job creation in South Africa. |
| February 2016 to October 2017 – again, I took on multiple projects while consulting independently. | Consulting project management and quantitative analysis. | University of Johannesburg (CfAR Centre). | Manager and analyst for a Financial Diaries study.  Contributions regarding conceptualization and the research approach, the design of the research tools, the definition of population parameters, sampling, and all other aspects of managing a field study from beginning to end. The purpose of this was to ensure the quality and veracity of the data met the requirements of rigorous research.  The dataset contained 730 items with 93 variables after I processed and cleaned it using SPSS. We mostly used descriptive statistics, followed by some significance tests and correlation tests. As a result, the client had an in-depth understanding of the financial circumstances of households in the Siyabuswa area. |
| Ad hoc supervision and consultation. | Centre for Anthropological Research, University of Johannesburg. | To improve the output of the Department, I advised students on research methodology (quantitative and qualitative).  Moreover, I moderated/evaluated research reports for Honor’s and Master’s students to ensure a high pass rate. |
| 2010 – 2015 | Lead Researcher, Centre for Rural Health. | Centre for Rural Health, Faculty of Health Sciences, University of the Witwatersrand. | Monitoring and evaluation of a donor-funded initiative (Atlantic Philanthropies) to train a cadre of mid-level healthcare workers called Clinical Associates or Physician Assistants. This was to identify major implementation/training issues, as well as to select appropriate measures for evaluating the program.  As the Centre's lead researcher, I developed a research strategy that included collaborations in rural, public health research. Within the Faculty, this work raised the profile of the CRH.  The data/research I produced was used to strengthen the efforts of the Rural Health Advocacy Project, which advocates for greater attention to rural health services.  I published a great deal at CRH and the School of Public Health.  I lectured on Research Methodology (quantitative and qualitative), rural health, disease burden, statistics, epidemiology, medical anthropology, social determinants of illnesses, and social epidemiology.  I am still a reviewer of articles in the journal "Rural and Remote Health" for issues such as content, language, and citations. I provide similar services, both as a writer and a reviewer for the journals Africa Insight, and The African Journal of Health Professions Education.  Furthermore, I assisted in monitoring and evaluating several other donor-funded programs that CRH operates. |
| During my time at Wits, I was in Australia for 3 months: July to October 2011. | Winner of the Faculty of Health Sciences’ Research Day – best presentation in the health management track. | I won a scholarship for a three-month research visit to Australia. | I participated in the Rural Medicine Australia Conference and presented three papers.  To facilitate collaborations for research purposes, I presented seminars on the Wits CRH research work at Flinders University in Alice Springs and James Cook University in Townsville. |
| During my time at Wits, I won the Flemish Inter-University Council Scholarship to study and publish at Ghent University in Belgium, from November 2011 to April 2012. | As I mentioned below, I traveled quite a bit!  Additionally, I continued to work remotely for Wits.  The goal of the project was to compile a systematic review of human resources for health in Africa. | Flemish Inter-University Council and the University of the Witwatersrand. | I compiled a Systematic Review of Human Resources for Healthcare in Africa (it is part of a South-South cooperation venture). Through Boolean Extraction, I compiled a vast collection of published, peer-reviewed articles on the subject, organised them into themes, and wrote a systematic review accordingly. Appendix A contains a reference to the published version of this piece. |
| While I was in Europe, I was invited to the WHO in Geneva to finish an article I had been working on while I was still in South Africa. After spending 3 weeks in Geneva, I returned to Belgium. | Co-author on WHO publication. I managed and moderated literature for use in this article while still in South Africa. | University of Johannesburg and the World Health Organization. | Boolean Literature Extraction, compilation and moderation of literature gathered by the team, author of literature review, co-author of analysis outcomes, author of large parts of this article. “Identifying Important Life Stages for Monitoring and Assessing Risks from Exposures to Environmental Contaminants: Results of A World Health Organization Review”. Journal of Regulatory Toxicology and Pharmacology. See Appendix A. |

**References:**

| **Institution** | **Contact** | **Relationship** |
| --- | --- | --- |
| University of Johannesburg | Dr. Naude Malan  Senior Lecturer: Development Studies, with a focus on Agri Development  University of Johannesburg (Kingsway Campus)  +27 (0)11 559 4790  [nmalan@uj.ac.za](mailto:nmalan@uj.ac.za) | Colleague and ad-hoc employer – known for 22 years |
| Gauteng Provincial Department of Health | Dr Mohlamme John Mathabathe  Senior Clinical Executive  Tembisa Provincial Tertiary Hospital  +27 (0)11 923 2000 Ext. 2284  071 480 8758  E-mail: [mohlamme.mathabathe@gauteng.gov.za](mailto:mohlamme.mathabathe@gauteng.gov.za) | Former student of mine at Wits Public Health. I co-supervised his master’s degree |
| Wits University Faculty of Health Sciences | Dr. Meba Alphonse Kanda  Medical Doctor/District Specialist: Gauteng Health  082 418 1414  [alphonsemebakanda@gmail.com](mailto:alphonsemebakanda@gmail.com) | Colleague – known for 11 years |
| Umhlaba Development Services | Mr. Dave Husy  Currently based in Melbourne, Australia.  [davehusy@iinet.net.au](mailto:davehusy@iinet.net.au) | Employer and supervisor – from my years as an intern and working my way up to a research consultant position – known for 22 years |

**I have reference letters from the above people if that is more convenient.**

Please refer to my profile at translatorscafe:

<https://www.translatorscafe.com/cafe/member449576.htm>, My profile on LinkedIn for testimonials from former colleagues and employers at: <https://www.linkedin.com/in/lilo-du-toit-579ba015/> and sample of translations I did: Afrikaans-English-English-Afrikaans-Dutch-English-English-Dutch: <https://docs.google.com/document/d/1s3nY8PWHxD_jI-Ios9z4xk5VNEL0Cr3t/edit?usp=sharing&ouid=109182112504594578271&rtpof=true&sd=true> and general web content writing samples here: <https://docs.google.com/document/d/19r959KzQfCUpQEsfeRRK4KrXGbRGyMLdK-YkzypwzOs/edit?usp=sharing>

**Appendix A – Peer-Reviewed Journal Publications**

[South-South Cooperation in health professional education: A literature review](https://www.semanticscholar.org/paper/South-South-Cooperation-in-health-professional-A-Toit-Couper/b261f7d1a10cc82ce2960c9e2801d157a73b9120). [**Lilo** **du** **Toit**](https://www.semanticscholar.org/author/Lilo-du-Toit/66654976), [Ian D Couper](https://www.semanticscholar.org/author/Ian-D-Couper/5277619), [Wim Peersman](https://www.semanticscholar.org/author/Wim-Peersman/6110049), [Jan De Maeseneer](https://www.semanticscholar.org/author/Jan-De-Maeseneer/7232593). 2017 (First Publication: 26 February 2017). African Journal of Health Professions Education.

[Identifying important life stages for monitoring and assessing risks from exposures to environmental contaminants: Results of a World Health Organization review](https://www.semanticscholar.org/paper/Identifying-important-life-stages-for-monitoring-to-Hubal-Wet/8b58c37b7e3b4336a7218ea278cf8f6a80e103e3). [Elaine A. Cohen Hubal](https://www.semanticscholar.org/author/Elaine-A.-Cohen-Hubal/2514552), [Thea de Wet](https://www.semanticscholar.org/author/Thea-de-Wet/7545295), [**Lilo du Toit**,](https://www.linkedin.com/in/lilo-du-toit-579ba015/) Michael P. Firestone, Mathuros Ruchirawat, [Carolyn Vickers](https://www.semanticscholar.org/author/Carolyn-Vickers/5019096). 2014 (First Publication: 1 June 2014). Regulatory toxicology and pharmacology: RTP

[Building consensus on key priorities for rural health care in South Africa using the Delphi technique](https://www.semanticscholar.org/paper/Building-consensus-on-key-priorities-for-rural-care-Versteeg-Toit/ad4ba1b20b56f8767f7388f197f8b4a29864093f)

[Marije Versteeg](https://www.semanticscholar.org/author/Marije-Versteeg/49427196), [**Lilo** **du** **Toit**](https://www.semanticscholar.org/author/Lilo-du-Toit/49338566), [Ian D Couper](https://www.semanticscholar.org/author/Ian-D-Couper/5277619). 2013 (First Publication: 24 January 2013). Global Health Action.

[Socio-economic factors associated with mental health in Johannesburg](https://www.semanticscholar.org/paper/Socio-economic-factors-associated-with-mental-in-Toit/f528e270dc634796c56c17e76cb3a008b07fa5b7). [**Lilo** **du** **Toit**](https://www.semanticscholar.org/author/Lilo-du-Toit/66654976). 2013 (First Publication: 18 July 2013). University of Johannesburg.

[The role of family physicians in districts: what is best practice?](http://conferences.saafp.org/index.php/ANFPC/2013/rt/printerFriendly/300/0) 2013 (First Publication: 4 April 2013). [Ian D Couper](https://www.semanticscholar.org/author/Ian-D-Couper/5277619), [**Lilo** **du** **Toit**](https://www.semanticscholar.org/author/Lilo-du-Toit/66654976). Presentation to the Rural Doctors Association of South Africa (RUDASA).

[Building new knowledge: Celebrating the Wits School of Public Health (WSPH).](https://www.researchgate.net/publication/235893585_Building_new_knowledge_Celebrating_the_Wits_School_of_Public_Health_WSPH) 2013 (First Publication: 24 January 2013). [Laetitia Charmaine Rispel](https://www.semanticscholar.org/author/Laetitia-Charmaine-Rispel/3993795), [Sharon Fonn](https://www.semanticscholar.org/author/Sharon-Fonn/6248766), [**Lilo du Toit**](https://www.linkedin.com/in/lilo-du-toit-579ba015/), +73 authors [Liz Thomas](https://www.semanticscholar.org/author/Liz-Thomas/47339293). Global Health Action.

[Culture: to use or not to use as a health variable](https://nomadit.co.uk/conference/rai2012/paper/10707). 2012. Paper presented at Royal Anthropological Institute Conference: Anthropology in the World. [Thea de Wet](https://www.uj.ac.za/faculties/humanities/department-of-anthropology-and-development-studies/Pages/staff/Thea-de-Wet.aspx) and [Lilo du Toit](https://www.linkedin.com/in/lilo-du-toit-579ba015/). Available online at: <https://nomadit.co.uk/conference/rai2012/paper/10707>