

13813 SE Renoir Ct
Clackamas, OR 97015

JACK KOK-CARLSON

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PROFESSIONAL OBJECTIVE

To obtain the post of Choral Director at the university or college level and apply my experience as a musician and educator to help foster student skills in music performance.

Work

SEPTEMBER 2021-CURRENT SOCIAL SECURITY ADMINISTRATION, PORTLAND, OREGON

Current work as a professional claims specialist for the Social Security Administration, servicing a wide variety of individuals from all walks of life.

AUGUST 2018-OCTOBER 2018 OSU BEAVER STORE, CORVALLIS, OREGON

Performed seasonal work at the OSU beaver store, providing quality customer service to a high volume of students.

JUNE 2016 – MARCH 2017 GODFATHER'S PIZZA, CLACKAMAS, OREGON

Performed a variety of duties including: interacting with customers over phones and in person, conducting front-of-house duties, making dough and cooking pizzas.

EDUCATION

Oregon State University – Bachelor of Science in Music: Choral Music Education

- OSU President's List
- Dean's List College of Liberal Arts
- Magna Cum Laude

Clackamas Community College – Associates General Studies 2017

- Focus areas: Music, Mathematics, Science, Technology, Business

Clackamas High School – Graduated 2015

RELEVANT HIGHER LEARNING COURSEWORK

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|-----------|-------------------------------------|-----------|--------------------------------|
| 2016-2017 | Computer Systems | 2017-2018 | Writing Intensive Course (WIC) |
| | Discrete Structures (logic) | | Music History Cycle |
| | Personal Finance (Microsoft Office) | | |

VOLUNTEER/EXTRACURRICULAR ACTIVITIES

2014-2016 CHOIR SECTION LEADER – CLACKAMAS HIGH SCHOOL, CLACKAMAS COMMUNITY COLLEGE

Scheduled and led sectional practices for vocal group. Mastered music quickly to assist other singers. Acted as role model for other singers.

2012-2015 MENTOR – GLADSTONE HIGH SCHOOL

Assisted youths (ages 10-14) in learning basic robotics. Provided patient guidance to children.

COMPUTER AND APPLICATIONS

Intermediate experience with the Microsoft Office suite

Intermediate C++ programming skills

Familiar with both Mac and Windows platforms

MUSIC EDUCATION

Completion of a Bachelors of Science in Music, with a focus in Choral Music Education at OSU

PERSONAL STRENGTHS

Proven experience in delivering excellent customer service

Capable of managing challenging individuals in a patient, professional manner

Able to learn new skills and grasp new concepts quickly and efficiently

Enjoy analytical thinking and problem solving

(References Available Upon Request)