

CONOR DUNNE

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TEACHING EXPERIENCE

2017 - Present:

Junior High School ALT (Assistant Language Teacher)

Link Interac, Yokohama Branch, Japan

- Working as an Assistant Language Teacher (ALT) at Junior High Schools in Kanagawa, I prepare and plan lesson materials for all grades and deliver fun and engaging classes which provide students with an opportunity to practice their conversational skills in a fun environment.

2020 - Present:

Online Business English Instructor

ALC Online アルクオンライン英会話

- Tutoring students from high school age to company professionals with a variety of business English courses, grammar courses, and conversation lessons.

2009 – 2010:

Assistant Language Teacher

JALSS co. (Japan Advanced Labour Staff Service), 2-14-1-209, Tajima Asuka-shi, Saitama-ken, 351-0032, Japan

- Assistant Language Teacher (ALT) at a Public Junior High-school in Tokyo
- Responsible for preparing class materials/lessons and engaging with students

EDUCATION

2010-2014: Bachelor of Business (Hons) Economics & Finance (2.1), Waterford Institute of Technology, Cork Road, Waterford, Ireland

2013: Shanghai University of International Business and Economics (SUIBE), Study Abroad Semester, Shanghai, China

OTHER WORK EXPERIENCE

2014 - 2017:

Hedge Fund Administrator

CITCO Fund Services Ltd, Telangana House, Blackrock Road, Cork, Ireland

- Working in a team to prepare and review Net Asset Value calculations, financial statements and associated reports.
- Communicating with internal and external parties to ensure that client needs are met and queries are resolved
- Independently completing cash, portfolio and capital reconciliations and investigating to resolve any discrepancies

OTHER EDUCATION & SKILLS

- **JLPT LEVEL 2: PASS**
- **TEFL/TESOL Certificate:** I-to-I Ireland, Dungarvan, Co. Waterford, Ireland 2009
- **eCollege.ie, 2011:** Web development course: Dreamweaver CS3 N34
- **CMIT, Wicklow, 2008-2010:** FETAC lv5, Psychology Diploma (Distance Learning)
- **St. Augustine's College (JHS/HS),** Dungarvan, Co. Waterford, Ireland 1996 – 2002