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PROFESSIONAL SUMMARY

Extremely deep toolbox of multi-disciplinary skills, combined with demonstrated strengths in reliable communications across multi-faceted teams, stakeholder communications, client support, and team leadership. Recognized consistently by peers and supervisors for strengths in debugging challenging issues, charismatic leadership, and creatively solving problems. As someone transitioning careers, my objective is to show how my experience will be an asset to your company.

Key Skills:

Stakeholder Communications
Customer Relations / Support
TESOL Certified
Cross-Functional Collaboration

Quick learner
Project Scoping & Planning
Requirements Gathering
Team Leadership & Mentoring

PROFESSIONAL EXPERIENCE

School Sales

Seattle Children's Theatre

February 2019 - Present

- Scheduled and organized matinee performances
- Kept clear communication lines with teachers, school districts, and SCT staff

Barista

June 2018 – Sep. 2017

Cherry Street Coffee, Seattle, WA

Working at Cherry Street has allowed me to sustain myself while studying SQL, Adobe Creative Cloud, and new languages.

Study Supervisor

Sep. 2017 – June 2018

Solomon International School, Everett, WA

Private School that caters to international students

- Supervised and supported thirty students in their specific area of need by creating individualized growth plans. Plans included goals, timelines for success, study strategies, and student interests (to keep them focused).
- Students GPA's went up by an average of .41 on a 4.0 scale under my guidance.
- Focused on students with no/low English level, which required patience and utilized my ability to communicate in difficult settings.
- Kept students on task by instituting fair reward/punishment strategies, reducing tardiness almost entirely and boosted productivity.

ESL Teacher

Sep. 2016 – Aug. 2017

Sahwa Elementary School, Changwon, South Korea

Public School in South Korea. South Korea has had the top ranking international test scores in recent years. My intention for teaching in Korea was to learn how they got their students to have such high scores.

- Taught 700 total students ranging from 3rd to 6th grade, 25 English classes a week, and created three creative lesson plans a week.
- Developed a strong working relationship with my three co-teachers, by adapting to their individual teaching styles and larger cultural norms.
- Received top tier reviews from teachers, students, and parents. Administration wanted to extend my contract.

Special Events Coordinator

June 2013 – June 2014

Western Washington University, Bellingham, WA

- Produced 9 diverse events with a \$29,000 over the year. Events were aimed at different markets on campus, i.e. Viking Con for pop-culture fans, a rock wall for outdoorsy people, general comedy shows, etc.
- Organized employees, marketing team, and performers for each event. Teams were anywhere from 4 to 30 people.
- Attendance of shows ranged from 200 to 1,200 people. Each time meeting my projected attendance number.
- Worked under strict university policy which gave me experience to meet standards while operating creatively.
- Received employee of the quarter

EDUCATION

BA History and Social Studies – Western Washington University

Winter 2016