

Benjamin Edward Olson
Nishitokyo, Tokyo, Japan
ben@benjaminolson.online

Work History

August 2022 - Present Toshin Business School, Musashino, Tokyo, Japan

Online instructor

Instructing students with lessons on the TOEIC Speaking Test and the Versant Speaking Test. Giving remote support to students through Zoom.

June 2022 - Present CU English School, Arakawa, Tokyo, Japan

English instructor

Giving English instruction to preschool, elementary school and junior high school students.

March 2022 - Present Borderlink Inc., Nerima, Tokyo, Japan

Assistant Language Teacher

Assistant English teacher in Junior High School classroom settings. Preparing lessons, teaching mainly as T2, and providing assistance to Junior High School teachers.

March 2019 - March 2022 Interac Kanto North, Ichihara, Chiba, Japan

Assistant Language Teacher

Assistant English teacher in Junior High School classroom settings. Preparing lessons, teaching mainly as T2, and providing assistance to Junior High School teachers.

September 2016 - March 2019 Southern Tea LLC, Marietta GA

Help Desk technician and systems admin

Campus network for manufacturing tea bags. Windows environment with all Dell PCs. Use of Dell KACE and Jira for managing tickets, AirWatch MDM, Meraki, switch management, system administration, network mapping, desktop application support, remote support of clients in locations across the US. Troubleshooting and repair. Printer management.

May 2010 – April 2016 Chief Container, Acworth GA

Desktop support technician and systems admin

Campus Network for manufacturing corrugated displays, mixture of OS X and Windows workstations, All IT desktop support for office, plant floor, and team of Graphic Artist and CAD designers, vendor management, software updates
Windows 10, Active Directory, OS X, Barracuda anti-spam, Vipre antivirus, mobile devices, barcode scanners, desktop application support, computer installations, break/fix, backup, cabling, UPS battery replacement, Canon copiers, network support

August 2014 - December 2014 University of West Georgia

German tutor

Assistance with tutoring German to 1000 and 2000 level students.

Education

2010 – 2015 University of West Georgia, Carrollton, GA
Bachelor of Arts in Foreign Languages and Literatures
Concentrations: German and Spanish

2013 Universität Karl von Ossietzky Oldenburg
Study Abroad

Computer Abilities

High level of computer use
Installing software and hardware
Strong internet search skills
Strong troubleshooting skills
Security systems such as antivirus and anti-spam
Proficient with Windows, Mac and Linux
High level Microsoft Office skills
Basic knowledge of Python

Language Skills

Native speaker of English
Can read, write and speak German and Spanish on a business level.
Intermediate level speaker of Japanese
Can read French and Portuguese, but can not speak them.
Can communicate effectively in Esperanto.

President of the Esperanto Club of the University of West Georgia, 2013