

Chi H. Lee

639 S Broad Street, Apt. F12
Lansdale, PA 19446
Cell: (609) 510-7012
chilee83@gmail.com

EDUCATION

Rutgers University, New Brunswick, NJ
Bachelor of Arts, Physics

May 2007

Penn LPS Coding Bootcamp, Philadelphia, PA

January 2019 – July 2019

WORK EXPERIENCE

GO Learning Center, Blue Bell, PA
Director/Teacher

August 2012 – Present

- Manage elementary & secondary education programs.
- Teach students of various grade levels reading comprehension and mathematics.
- Teach SAT mathematics course.

Source4Teachers, Cherry Hill, NJ
2012

February 2011 – June

Substitute Teacher

- Instruct class as directed by the teacher.
- Manage classroom to create a positive learning atmosphere.

New Hope Academy, Marlton, NJ
1st Grade Teacher

June 2011 – August 2011

- Help students build their phonics skills.
- Teach reading and writing of simple sentences and stories.
- Teach basic mathematical skills such as addition, subtraction, and counting.

Kumon, Mt. Laurel, NJ
Teaching Assistant

June 2010 - September 2010

- Helped children with their daily math and reading work.
- Taught materials if child is learning a new topic.
- Graded homework, class work, and tests and kept records of children's progress.

New Hope Academy, Marlton, NJ

June 2010 - August 2010

8th Grade Math Teacher/Multimedia Specialist

- Taught appropriate math content to the students to prepare them for the coming year.
- Facilitated organized activities.
- Created and maintained New Hope Academy website.
- Managed all video, photography, and sound equipment.

Wedge Medical Center, Philadelphia, PA

May 2008 - September 2009

Recovery Specialist

- Helped members with mental illnesses become integrated into the community.
- Counseled members through issues and obstacles in their lives.
- Guided our members to develop goals that will help enrich their lives.

Psych Rehab Data Entry Supervisor

May 2008 - February 2009

- Managed data entry clerks and maintained timely submissions of all forms.
- Generated and maintained Excel spreadsheets.
- Reviewed and analyzed data for reports and billing.
- Trained data entry clerks to have necessary skills to operate Microsoft Word and Excel.

Wedge Medical Center, Philadelphia, PA

October 2007 - May 2008

Data Entry Clerk

- Compiled, recorded, and sent billing data on spreadsheet.
- Presented data with tables and graphs.
- Basic troubleshooting on computers in the computer lab.

CERTIFICATES

New Jersey Certificate of Eligibility – Elementary School Teacher K-5

TECHNICAL SKILLS

HTML, CSS, JavaScript, jQuery, Node, Microsoft Word, Excel, PowerPoint