

EDUCATION

The Pennsylvania State University – History BA with a Spanish Minor

August 2011 – May 2015

Universitat Autonomia De Barcelona – Study Abroad Program in Barcelona, Spain

Spring 2013

Wenzao Ursuline University of Languages – Three Semesters of Chinese Language Courses

July 2018 – July 2019

WORK EXPERIENCE

Self Employed – *Private ESL Teacher* – Remote

November 2018 - Present

Teach one-on-one online English lessons to students in China aged 3-16 and adult learners from around the world

Quickly troubleshoot, diagnose, and resolve technical issues to provide a seamless learning experience

Ability to create a professional and successful work environment while remote

Hess Education Group – *ESL Teacher* – Kaohsiung, Taiwan

November 2017 - November 2018

Taught English to Taiwanese students aged 3-15

Prepared classes using provided materials and personal teaching materials

Focused on improving students' grammar, listening, writing, and speaking skills

Nittany Lion Inn – *Event Operations Supervisor* – State College, PA

October 2014 - August 2017

Managed the banquet serving and bartending staff throughout set-up, execution and clean up of events

Trained new servers, bartenders, captains and supervisors on the procedures of each position

Executed the billing of events and took inventory of banquet bars' alcohol

LEADERSHIP EXPERIENCE

Banquet Bar Program Co-Creator – State College, PA

April 2015

Developed a bar program for the banquet bars at the Nittany Lion Inn

Created a bar menu with six drinks including a signature drink and organized a system for managing banquet bars

Created an itemized list for the bartending staff to work off of in order to effectively build and run a bar

Reading Rocks Climbing Instructor – Reading, PA

March 2012 - August 2014

Instructed children and adults on how to climb safely in an indoor environment

CERTIFICATIONS/SKILLS

Johns Hopkins Covid-19 Contact Tracing Course – Successfully completed the course with a score of 99%

Knowledgeable in Windows, MacOS, MICROS, Excel, Google's G Suite, Dropbox, Skype, Zoom and iMovie

Spanish – Advanced proficiency in reading, writing, speaking, and listening

Chinese – Intermediate proficiency in reading, writing, speaking, and listening

HESS International Education Group TEFL Certification – 800 hours minimum practicum teaching

Employee of the Month April 2017 – Earned at a Four Diamond hotel out of a pool of 300+ employees

Compostelana – Certificate awarded upon successful completion of the Camino de Santiago de Compostela

Certified PADI Open Water & Advanced Open Water Diver