

Younghun Lee

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CAREER OBJECTIVE

A recent worker of Dongyang tave as a salesman with experience communicating and working in collaboration with colleagues. Seeking opportunities to leverage a proven knowledge and experience of procedure standardization, relationship management, and scheduling skills to fill the Customer Service Coordinator role at your company successfully. Frequently praised as result-oriented by peers, I can be relied upon to help your company achieve its goals.

EDUCATION

GOERGE BROWN COLLEGE

Toronto, ON

Dropping out department of Hospitality and Hotel management

- **Relevant Coursework:** F & B Management, Marketing Communication, communication skill (ESL), Marketing Research, Hotel Business Accounting

YONGIN SONGDAM COLLEGE

YONGIN, KOREA

Diploma Business Administration Candidate (Graduated in Feb. 2016)

- **Relevant Coursework:** Finance, Accounting, Marketing, Business Administration, Computer Programming, Basic English, Business Manner and Etiquette

PROFESSIONAL EXPERIENCE

H-Mart

Toronto, ON

Store manager

Nov. 2018 – Mar. 2020

- Manage colleagues' schedule and train new employees.
- Organize products by same categories.
- Perform cleaning duties such as sweeping, mopping and keep equipment and facilities sanitary.

Dongyang TAVE

Seongnam-si, South Korea

Salesman

Jan. 2021 – May. 2021

- Assist colleagues to prepare and install equipment.
- Organized the paper related with contract and make a proposal.
- Perform cleaning duties such as sweeping the place where I install an equipment.

ADDITIONAL SKILLS

- Bilingual Language: English and Korean-Business level of speaking, writing, and reading.
- Document skills: Business level of Excel, Word and Power point, Basic level of Auto CAD