

Hyun Jin Jeong

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Objective

- For LinkedIn (updated 2017/08/27)

Professional Experience

Aoba Japan International School—Hikarigaoka, Tokyo, Japan

K-12, international school in Japan accredited by the CIS and NEASC

AJE Program Manager

2017 April – present

- Management of seasonal camps held by AJE and the Action Saturday program for the Bilingual Preschools

AJE Camp Operations Manager

2016 June – 2016 August

- Management of Summer Camp (300~ students) and its staff

AJE Afternoon Program Coordinator

2014 July – 2015 September

- Coordination and curriculum planning for the program, Inquirers & Thinkers and Explorers & Entrepreneur

Chang Academy—Shinjuku, Tokyo, Japan

2014 June – 2017 February

Korean cram school for students preparing for standardised tests and matriculation in Korean universities

Teacher: SAT essay composition and reading comprehension; TOEFL; AP subjects

- Improved scores in average from 80th to 90th percentiles through logical writing skills and critical reading.

7MEDIA—Motomachi, Yokohama, Japan

2013 July – 2013 August

Influencing the 7 spheres of Media to reach the next generation

Project Assistant

- Launched YoungProfessionals (7MEDIA branch) opening event and homepage
- Created and translated content integrated with social networking (LinkedIn and Facebook)

CRASH Japan—Tokyo, Japan

2011 March – 2011 May

A non-profit Christian disaster relief organisation based in Tokyo, officially recognised by the Japanese government.

Social Media, Communications

- Collected +1.6 million hits on CRASH Japan's homepage and +3,000 Facebook subscribers in the first month

Education

Bachelor of Arts

2016 April – est. 2019 September

Waseda University—Tokyo, Japan

- Vice-president at WKGK

Bachelor of Business Administration (finished 2nd year)

2013 October – 2016 June

Hult International Business School—London, United Kingdom

World's most international business school. Top 10 FT ranking for international business and experience.

- International Global Scholarship (2013) — 50% of tuition
- Concentration in Management and Finance

High School Diploma

2010 September – 2013 June

Christian Academy in Japan—Tokyo, Japan

- Graduated with GPA of 4.00/4.00 (weighted)
- EARCoS Global Citizen Award (2012)

Key Skills

Languages: English (native); Japanese (fluent); Korean (fluent); French (intermediate)

Technology: Basic Python and Javascript, basic Adobe Photoshop and Illustrator CS5 skills