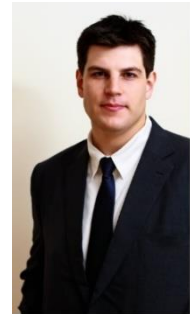


Matthew Keene
2208 Crestview Lane
Wilmette, IL 60091



Native English Speaker

Citizenship: USA

D.O.B. July 17, 1989

Marital Status: Single

University Education:

B. A. in Fiction Writing

Columbia College Chicago, Chicago, IL USA

-Performed for Manifest Festival

-Volunteer for Storyweek's Literary Rock and Roll Seminar

August 2012

May 2011/May 2012

March 2010

Studied Creative Writing

Santa Fe University of Art and Design, Santa Fe, NM USA

-Awarded \$3000 Christian Brother's Talent Scholarship

August 2007-May 2009

ESL Education:

6-HOUR SPECIALTY IN BUSINESS ENGLISH CERTIFICATION

February 2013

6-HOUR SPECIALTY IN TEACHING CHILDREN CERTIFICATION

January 2013

120-HOUR TEFL CERTIFICATION

September 2011

TEFL Institute, Chicago, IL USA

Related Work Experience:

Fulltime English Instructor

November 2014-May 2015

Yonsei University-English Language Program, Wonju, South Korea

-Taught 22 hours per week to elementary, middle school and high school students.

-Taught 6 hours per week to intermediate and advanced native Korean speaking adults.

-Designed own lesson plans and weekly syllabus.

-Highly regarded as cooperative and responsible by management. (see reference)

Fulltime English Instructor

March 2013-March 2014

Global Education Center, Incheon, South Korea

-Taught 23 45-minute-long classes per week to children ages 5-14 of various English levels

-Taught 4 50-minute-long classes per week to beginner native Korean speaking adults.

-Designed own lesson plans

-Highly regarded as cooperative and responsible by head teacher and management. (see references)

Volunteer English Instructor

September 2012-February 2013

Burr Elementary School, Chicago, IL USA

- Taught small classes to beginner native Spanish speakers in 2 hour-long sessions per week

- Focused on vocabulary review and grammar development

Additional Work Experience:

Produce Clerk

July 2007-March 2013/April 2014-October 2014

Jewel-Osco, Wilmette, IL USA

- Provided customer service while maintaining store-front appearance & produce department

- Organized and supplied stockroom with incoming loads of fruits and vegetables

- Highly regarded by store manager as reliable and responsible (see reference)